

**FORT BELVOIR, FORT EUSTIS, FORT STORY,  
AND FORT MONROE, VIRGINIA  
REQUEST FOR QUALIFICATIONS (RFQ)  
TABLE OF CONTENTS  
DACA31-02-R-0005**

**PART I**

<b>1.0</b>	<b>INTRODUCTION</b>	01
1.1	Overview	01
1.2	Administrative Information	04
1.2.1	Applicability of the Federal Acquisition Regulation (FAR)	04
1.2.2	Documents	04
1.2.3	Inquiries	04
1.2.4	Industry Forum	05
1.2.5	Site Visits	05
<b>2.0</b>	<b>WORK STATEMENT</b>	05
2.1	Phase 1 – Project Planning	05
2.1.1	CDMP Development Plan	06
2.1.2	CDMP Financial Plan and Transactional Instruments	09
2.1.3	CDMP Operations, Maintenance, and Property Management Plan	09
2.1.4	Completion of Phase 1 - Project Planning	10
2.2	Phase 2 – Project Implementation	10
<b>3.0</b>	<b>MILITARY HOUSING PRIVATIZATION INITIATIVE LEGISLATION</b>	11
3.1	MHPI Authorities	11
3.1.1	Direct Loans and Guarantees	11
3.1.2	Conveyance or Lease of Existing Property and Facilities	11
3.1.3	Differential Lease Payments	11
3.1.4	Investments	11
3.2	Other Provisions and Considerations	11
3.2.1	Local Standards	11
3.2.2	Basic Allowance for Housing (BAH)	12
3.2.3	Mandatory Allotments and Assignments	12
3.2.4	Non-Military Renters	12
3.2.5	Real Estate Taxes	13
3.2.6	Ancillary Supporting Facilities	13
3.2.7	Utilities	13
3.3	Office of Management and Budget (OMB) Scoring	13
<b>4.0</b>	<b>CONTRACTOR SELECTION PROCESS</b>	14
4.1	Information Request Instructions	14
4.1.1	Submissions Instructions	15
4.1.2	Submission of Step One, Part (A)	16
4.1.3	Submission of Step One, Part (B)	16

4.2	Administrative Minimum Experience Requirements _____	17
4.3	Statement of Qualifications _____	18
4.2	Experience _____	18
4.3	Financial Capabilities _____	20
4.3.1	Organizational Capabilities (Corporate Level) _____	21
4.3.2	Past Performance _____	22
4.3.3	Small Business Utilization (General History) _____	22
4.4	Submission of Step Two _____	24
4.4.1	Preliminary Project Concept Statement _____	24
4.4.2	Financial Return _____	26
4.4.3	Organizational Capabilities (On-Site, Installation Specific) _____	27
4.4.4	Small Business Utilization Plan (On-Site, Installation Specific) _____	27
4.5	Evaluation Process and Evaluation Team _____	28
4.5.2	Competitive Range Based on Initial Submissions (Step One) _____	29
4.6	Award Based on Oral Presentation (Step Two) _____	28
4.6.	Evaluation Factors _____	30
4.6.1	Experience _____	32
4.6.2	Financial Capabilities _____	33
4.6.3	Organizational Capabilities (Corporate Level) _____	34
4.6.4	Past Performance _____	34
4.6.5	Small Business Utilization (General History) _____	35
4.6.6	Preliminary Project Concept Statement _____	35
4.6.7	Financial Return _____	36
4.6.8	Organizational Capabilities (On-Site, Installation Specific) _____	37
4.6.9	Small Business Utilization Plan (On-Site, Installation Specific) _____	38
<b>5.0</b>	<b>ADVISORS _____</b>	<b>38</b>
<b>6.0</b>	<b>ADDITIONAL TERMS AND CONDITIONS _____</b>	<b>38</b>
<b>7.0</b>	<b>SOLICITATION, OFFER, AND AWARD _____</b>	<b>38</b>

## **PART II**

<b>APPENDIX A: FORT BELVOIR, MILITARY COMMUNITY AND ECONOMICS _____</b>	<b>43-57</b>
<b>APPENDIX B: FORTS EUSTIS, MONROE, AND STORY, MILITARY COMMUNITY AND ECONOMICS _____</b>	<b>58-112</b>
<b>APPENDIX C: RESERVED _____</b>	<b>113</b>
<b>APPENDIX D: FEDERAL ACQUISITION REGULATION (FAR) AND DEFENSE FEDERAL ACQUISITION REGULATION SUPPLEMENT (DFARS) CLAUSES _____</b>	<b>114-137</b>
<b>APPENDIX E: EXECUTIVE ORDER 13101, GREENING THE GOVERNMENT THROUGH WASTE PREVENTION, RECYCLING, AND FEDERAL ACQUISITION _____</b>	<b>138</b>
<b>APPENDIX F: GENERAL OUTLINE FOR CDMP _____</b>	<b>139-141</b>
<b>APPENDIX G: OMB SCORING GUIDANCE _____</b>	<b>142-146</b>
<b>APPENDIX H: GLOSSARY OF SELECTED TERMS _____</b>	<b>147-153</b>
<b>APPENDIX I: PAST PERFORMANCE SURVEY QUESTIONNAIRE__</b>	<b>154</b>

## **1.0 INTRODUCTION**

a. The Department of The Army intends to improve the quality of the on-post housing and communities currently provided to soldiers and their families. At many installations, Army Family Housing (AFH) does not meet current housing standards and there is a deficit of adequate / affordable housing off-post. The Army has considered a wide range of alternatives to address the persistent funding shortfall and resulting revitalization (construction and major maintenance and repair) backlog. This shortfall is the backlog of work needed on existing units to bring them up to current standards. During the mid-1990s, studies by several agencies [e.g., Marsh Quality of Life Task Force, Army Science Board, Congressional Budget Office (CBO), the General Accounting Office (GAO), and others] all came to the same conclusion that family housing could not be revitalized using only traditional Military Construction (MILCON) Program.

b. The Army has awarded four pilot sites (Forts Carson, Hood, Lewis, and Meade) under a program for housing and community development privatization called the Residential Communities Initiative (RCI). Through RCI, The Army seeks to bring private sector resources and market-based incentives to bear in improving the quality of life for soldiers and their families. RCI is an innovative program developed and managed under the oversight and direction of the Office of the Assistant Secretary of The Army (Installations and environment), (OASA (I&E)) on behalf of the Secretary of The Army. The Army believes that housing privatization provides an excellent opportunity for addressing the housing needs of America's soldiers while providing an excellent business opportunity for its private partners.

### **1.1 Overview**

a. The improvement of military family housing at Fort Belvoir, Fort Eustis, Fort Story, and Fort Monroe, VA is being pursued under the Military Housing Privatization Initiative (MHPI) legislation enacted by Congress in 1996. Fort Eustis, Fort Story, and Fort Monroe are not contiguous; however, for purposes of this solicitation, they will be grouped and awarded as one project.

b. This RFQ will be utilized to establish a competitive range for all of the installations identified above, then two awards will be made: (1) Fort Belvoir with 2,070 units and (2) Fort Eustis, Fort Story, and Fort Monroe with a total of 1,322 units. The MHPI legislation allows the military services to leverage scarce appropriated funds and extensive existing assets (land and improvements) to solve the military housing problem and to obtain private-sector expertise, resources and market-based incentives to improve the quality of life for service members and their families. The objective of the RCI program is to create world-class residential communities based upon a private sector model. Additional information on the RCI program can be found at the website <http://rci.army.mil>.

c. In Step One of the solicitation process, The Army will issue a Request for Qualifications (RFQ), which establishes specific minimum requirements and seeks discussion of five general evaluation factors. Minimum requirements have been established to address the skill sets of development, property management, and financial capability. This first step of the RFQ process will identify those offerors determined to be highly qualified and thus eligible for further consideration for potential long-term business relationships. These highly qualified offerors will be selected based on their experience, financial capability, organizational capabilities (corporate level), past performance, and small business utilization (general history). These offerors will comprise an exclusive competitive range.

d. During Step Two of the RFQ process, offerors in the competitive range will compete sequentially on each project. Offerors may determine for which project (s), Fort Belvoir and / or Forts Eustis, Story, and Monroe, they will compete. Step Two submissions are expected to be in the form of an oral presentation. The offerors may, without penalty, elect not to submit on a specific project. If an offeror competes for a project, the offeror must compete for the entire project and not individual sites within the project. The offeror will be evaluated based on their specific preliminary project concept statement, financial return, organizational capabilities (on-site), and small business utilization plan (on-site). The offeror will be expected to identify, in detail, their plans to achieve the following goals for each project:

(1) Ensuring that soldiers and their families have access to high quality, safe, attractive, and affordable housing by upgrading or replacing existing family housing and, if necessary, by building new housing to meet the on-post family housing requirement at the installation (if a deficit is applicable);

(2) Transforming existing military housing areas into planned and integrated residential communities which foster family lifestyles, while preserving the existing historic character and military culture of these properties, protecting cultural resources, and meeting environmental stewardship responsibilities;

(3) Providing ancillary supporting facilities that enhance the installation's residential communities;

(4) Maintaining positive relations with all stakeholders and communities that surround the installation;

(5) Providing for the effective long-term, high-quality management and operation of the family housing inventory, and ancillary supporting facilities;

(6) Providing for realistic financial management of the assets including viable reserves and earning a mutually acceptable return on investment for the offeror and The Army.

e. To achieve these goals, the developer will be expected to assume ownership of the family housing units and will be provided a long-term interest in the underlying land.

f. Although the focus of the RCI Project is on family housing, the MHPI authorities also permit the construction of ancillary supporting facilities that relate to and support the residential nature of military family communities. Such facilities may include tot lots, community centers, housing offices, dining facilities, and other similar facilities for the support of Army family housing. Instructions for requesting approval to construct ancillary supporting facilities may be found in section 2.1.1 of this document. Final approval authority for such facilities rests with the Office of the Assistant Secretary of The Army (Manpower and Reserve Affairs) (OASA) (M&RA). The installation will facilitate the process of review and action on these proposals with the appropriate agencies.

g. The developer's return on the project is expected to come from developing, operating, and managing existing, renovated, and newly constructed housing units. The developer's main source of revenue will be rents paid by military service members from their Basic Allowance for Housing (BAH). The developer will be responsible for all costs of the project, including the cost of managing and maintaining all housing units and ancillary facilities.

h. Recognizing the complexity and breadth of issues that arise in planning and executing a project of the size and scope of a military family housing community, the project will be organized into two phases:

- 1) **Phase 1 – Project Planning.** During Phase 1, the selected developer will work closely with The Army to craft a Community Development and Management Plan (CDMP). This will be the business plan for each specific project, and will set forth the terms of the developer's long-term relationship with The Army. Payment for Phase 1 is discussed in Section 2.1.4 of this solicitation.
- 2) **Phase 2 – Project Implementation.** During Phase 2, the selected developer will implement the CDMP, provided the installation, MACOM, Headquarters, Department of The Army (HQDA), Office of the Secretary of Defense (OSD), Office of Management and Budget (OMB), and the Congress approve the plan, and approval is given to execute the CDMP and begin the transition / transfer of assets and operations.

i. At each specific installation, the selected developer (contractor), having been duly qualified as the best value for the Government to revitalize family housing, may be permitted to undertake a variety of other residential and transient housing projects. Any future projects will be within the geographic boundaries of the installation(s) included in this solicitation.

j. A major benefit of the CDM process is that it allows The Army, its associated consultants, and the developer to work through issues collaboratively, and to ensure that important issues are anticipated and addressed before executing the plan. It also provides an opportunity for The Army to consider proposals from the developer concerning the use of specific MHPI authorities, such as providing a loan guarantee or constructing certain ancillary supporting facilities. Finally, this process gives The Army a mechanism for periodically conferring with Congressional oversight committees during project planning, as well as with representatives from the local community and Army-related organizations who are essential to the success of the project.

## **1.2 Administrative Information**

### **1.2.1 Applicability of the Federal Acquisition Regulation (FAR)**

The Federal Acquisition Regulation (FAR) Part 12 applies to Phase 1 of each project only. Appendix D contains a listing of the FAR and Defense FAR Supplement (DFARS) clauses that apply to Phase 1. The Army considers the deliverable for Phase 1 to be a commercial item. (See FAR Part 12). Prospective developers should also take note of Section 6.0 of this RFQ, concerning additional terms and conditions that apply to Fort Belvoir and / or Forts Eustis, Story, and Monroe.

### **1.2.2 Documents**

a. Prior to the submission date for Step One of the RFQ, prospective offerors may review pertinent information regarding existing housing assets in the document rooms located at Fort Belvoir and Forts Eustis, Story, and Monroe. Access to the RCI Document room between closing of Step One and issuance of Step Two will be limited and by appointment only. Firms qualifying for Step Two will be notified when the document room will be reopened. The point of contact for each installation is identified below.

b. Fort Belvoir. Contact Ms. Aimee Sheriff, RCI Project Manager, at the Fort Belvoir RCI Document Room/RCI Office in Building Number 766, Monday through Friday from 8:00 A.M. to 3:00 P.M. by telephone 301-677-4756.

c. Fort Eustis / Story / Monroe: Contact Ms. Tania Benedetto, RCI Project Manager, at the Fort Eustis RCI Document Room/RCI Office, Monday through Friday from 8:00 A.M. to 3:00 P.M. or by telephone 757-878-3642.

### **1.2.3 Inquiries**

a. The solicitation and amendments can be viewed / downloaded at <http://rci.army.mil> where prospective offerors will be requested to register.

Registered offerors will receive electronic notification when the solicitation and amendments are posted to the web page.

b. Inquiries regarding the projects at Fort Belvoir and Forts Eustis, Story, and Monroe should be directed to: US Army Corps of Engineers, Baltimore District, CENAB-CT, Contract Specialist, Barbara Hawthorne, PO Box 1715, Baltimore, MD 21203-1715 (or facsimile to 410-962-0933).

Email address: [barbara.hawthorne@nab02.usace.army.mil](mailto:barbara.hawthorne@nab02.usace.army.mil).  
Refer to RFQ Number DACA31-02-R-0005.

#### **1.2.4 Industry Forum**

An Industry Forum was held 18 January 2002 in Baltimore, Maryland for the projects at Fort Belvoir and Forts Eustis, Story, and Monroe. The forum included an RCI program overview, RFQ procurement process overview, and installation presentations. Specific information can be found at the RCI website at <http://rci.army.mil>.

#### **1.2.5 Site Visits**

Opportunities for site visits were provided on January 17, 2002 for Fort Belvoir, and January 22 and 23, 2002 for Forts Monroe, Eustis and Story, Virginia.

### **2.0 WORK STATEMENT**

#### **2.1 Phase 1 – Project Planning**

a. Each Project will occur in two phases. During Phase 1, the developer will work closely with The Army to craft a CDMP that is acceptable to the Government and that offers the best value for the military family housing at each installation. The CDMP process is expected to require no more than six months of coordinated, intensive effort between The Army and the developer. The CDMP coordination will take place at a location identified by the installation. The deliverable is the CDMP, which will consist of three main components: 1) Development Plan; 2) Financial Plan and Transactional Instruments; and 3) Operations, Maintenance, and Property Management Plan acceptable to the Government. The CDMP will be provided in sufficient detail so as to allow the specific installation, cognizant US Army Command (Military District of Washington (MDW) and Training and Doctrine Command (TRADOC)), and Headquarters, Department of Army (HQDA) to make a determination as to the CDMP effectiveness. An outline of the CDMP can be found at Appendix F. A general description of these components is provided below. The Army and developer will establish specific elements for each component jointly during Phase 1.



b. During Phase 1, the developer may be allowed access to facilities or space on the installation, to be used as office space, that the developer may modify or tailor to meet its own needs at its own expense. During Phase 1, the developer may be permitted to physically test its pro-forma estimates provided the developer complies with appropriate laws, regulations, and policies at its own expense.

### **2.1.1 CDMP Development Plan**

a. The development plan will address all aspects of the development effort at the respective installation with a specific focus on long-term master planning and environmental stewardship. Renovation and construction of housing units and / or ancillary facilities, if approved, is expected to take place over the life of the project.

b. At a minimum, the development plan will specify the number, type, and size (e.g., three-bedroom, four-bedroom, etc.) of housing units that are to be renovated, rehabilitated, or newly constructed in each neighborhood within the family housing community. The plan will indicate the life cycle (50-year) schedule under which the renovation and new construction will occur. In the development plan, the developer will be expected to provide proposed land-use maps, model floor plans, and exterior architectural sketch renderings of the proposed housing. The plan will specify appropriate performance standards and incentives to ensure appropriate attention to design, construction, and finish standards and to achieve planned completion schedules and budgets. A development plan that attempts to satisfy only the minimums expressed in this paragraph will be deemed unacceptable. The Army expects the developer to employ their expertise to craft a plan that goes beyond the minimums and takes full advantage of the assets and revenues for the benefit of the soldier and the soldiers' families.

c. Fort Belvoir: A comparison with current Army family housing standards suggests that 89.4% of the 2070 existing housing units, which includes 154 historical units, will need renovation or replacement within the first 10 years of the Fort Belvoir project. In addition, all housing must reach an adequate condition within ten years of transfer of operations. Life-cycle renovation or replacement of the inventory will take place during the course of the Fort Belvoir project on a schedule to be agreed upon by The Army and the developer. Additionally, the 2001 Family Housing Market Analysis is currently under way and will be available prior to Step Two of this solicitation. Forts Eustis, Story, and Monroe are not contiguous but are grouped as one project. A comparison with current Army standards suggests that approximately 99% of the 1,322 existing housing units will need renovation or replacement within the first 10 years of the project. The following is a breakdown of the Fort Eustis, Story, and Monroe RCI Project:

	<b><u>INADEQUATE</u></b>	<b><u>ADEQUATE</u></b>	<b><u>INVENTORY</u></b>
Fort Eustis	940	12	952
Fort Story	164	0	164
Fort Monroe	205	0	205
Total	1,309	12	1,321

d. There are no historical housing units at Fort Eustis and 15 historical housing units at Fort Story. In addition, all housing must reach an adequate condition within 10 years of transfer of operations. Life-cycle renovation or replacement of the inventory will take place during the course of the projects at Forts Eustis, Story, and Monroe on a schedule to be agreed upon by The Army and the developer. Additionally, a Family Housing Market analysis to determine the requirement for on post housing is currently under way and will be available prior to Step Two of this solicitation.

e. Expansion of housing stocks beyond the on-post requirement (at each installation as applicable) will not be authorized. In the future, the government may contract with a third party to conduct periodic market analyses to determine necessary adjustments to on-post family housing. The potential for adjustments to the inventories, and subsequent actions / procedures, will be addressed in the CDMPs.

f. To further The Army's goals, The Army may authorize the developer to construct and operate one or more ancillary supporting facilities (e.g., tot lots, community centers, day care centers, dining facilities, unit offices, etc.) that relate to and support the family housing community and complement business operations in the local community. However, such facilities may not be in direct competition with the activities of the Boards of Directors for Army Morale Welfare and Recreation (MWR) organizations, The Army and Air Force Exchange Service (AAFES), and the Defense Commissary Agency (DeCA) without the approval of these organizations. In the CDMP, the developer will be expected to include the type, size, location, and features of each ancillary supporting facility they propose to build and operate in the residential housing community. However, the developer is not required to take ownership and operational responsibility for any existing ancillary supporting facilities other than playgrounds, ball fields, etc., located specifically in the housing areas.

g. The steps below outline the process to follow during the CDMP development to request approval for a private commercial or retail activity / hub, or a facility or service that falls in the area of MWR. The developer must be aware that private competition on a military installation with AAFES, DeCA and MWR is strictly prohibited per Sec. 2804, pages 346-347, of the National Defense Authorization Act for Fiscal Year 2000, Conference Report to Accompany S. 1059, unless approved by the OASA (M&RA).

(1) The developer must work with the Installation Commander (or their staff, if so directed) to determine requirements.

(2) The developer must submit a letter (as soon as the requirement is known) to the Installation Commander who will then forward the request through Army channels to the OASA (M&RA) of their intent to contact the relevant commander(s) of MWR, AAFES, or DeCA. The letter is intended to seek approval for private revenue or non-revenue producing activities, hubs, centers, facilities, or services. Approval authority for these types of activities is vested with the OASA (M&RA). A letter or memo signed by the Installation Commander concurring with the proposed effort shall be attached to this correspondence.

ADDRESS: Assistant Secretary of The Army (Manpower and Reserve Affairs)  
111 Army Pentagon  
Washington, DC 20310-0111

(3) The developer is responsible for working with the Commanders of AAFES, DeCA, and / or US Army Community and Family Support Center (CFSC) on these types of ancillary support projects. The developer will submit command-approved final proposals, regarding construction and maintenance of revenue producing and non-revenue producing endeavors related to these programs, through the commander(s) of AAFES, DeCA and / or CFSC to OASA (M&RA). OASA (M&RA) has final jurisdictional authority to approve the developer's proposed revenue-producing and non-revenue producing endeavors, and the OASA (M&RA) will inform the RCI Director of the decision on the proposed requirement, terms and scope.

h. The Army will prepare and provide documents required for compliance with the National Environmental Policy Act (NEPA) to the selected developer, which will become part of the CDMP. A part of the NEPA documentation will include coordination of Section 106 of the National Historic Preservation Act and Section 7 of the Endangered Species Act. Funding for preparation of environmental documentation outside The Army's currently proposed scope will be the responsibility of the selected developer. The Army will disclose the information it has collected on existing environmental hazards through the NEPA process and the preparation of the Finding of Suitability to Lease (FOSL). The developer will assume management responsibilities for these environmental hazards upon implementation of the CDMP.

i. The CDMP will include a subcontracting plan describing the developer's standards for selecting subcontractors to work on the project, and will provide details about the developer's goals for subcontracting with small businesses.

j. Finally, the CDMP will specify schedules for the performance of all development activities related to the project.

### **2.1.2 CDMP Financial Plan and Transactional Instruments**

a. The financial plan and transactional instruments will describe the offeror's plan for financing projected long- and short-term expenses associated with the project, and the transactional instruments required to execute the project. At a minimum, this plan will include:

(1) An integrated financial pro-forma analysis covering expected income and expenses over the life of the project, including that which is necessary to ensure quality long-term operation, maintenance, and property management for the residential community. The pro forma analysis will incorporate development and operational elements.

(2) A detailed statement of sources and uses of funds and cash flows, identifying any applicable MHPI financial tools that the offeror proposes to use in conjunction with the project.

(3) Drafts of legal documents describing the relationship between The Army and offeror, and the rights and obligations of each party for implementing the project (e.g., drafts of limited partnership agreement, ground lease, management and incentive agreements, government loan, and guarantee instruments and / or other appropriate instruments).

### **2.1.3 CDMP Operations, Maintenance, and Property Management Plan**

The operations, maintenance, and property management plan will describe the offeror's concept of, and approach to, operating, maintaining, and managing the family housing residential community. At a minimum, the plan will specify appropriate performance standards and incentives designed to ensure that the residential community is effectively operated, managed and maintained, including historic district areas where applicable, at high levels of quality and repair. Compliance with Section 106 of the National Historic Preservation Act and Section 7 of the Endangered Species Act is required. Compliance with local, state, and Federal environmental regulations is required. The operations, maintenance, and property management plan should also describe the offeror's strategy for making capital improvements to the residential community throughout the life of the project.

### **2.1.4 Completion of Phase 1 – Project Planning**

a. The Army will pay the developer a fixed sum of \$350,000 upon completion of Phase 1, as described in Appendix D. CDMP completion is defined by the acceptance of the CDMP by the installation, applicable major Army Command (MDW or TRADOC), HQDA, OSD, OMB, and the Congress. This payment will be made in lieu of any other formula for compensation. In return for this payment, The Army will be granted full and unlimited rights to use the CDMP, including the right to provide the CDMP to other developers in this or

other military housing privatization projects. At this point, the contract will be complete and the developer will have no right, title, or interest in Phase 2 by virtue of its participation in Phase 1.

b. If The Army and developer are unable to reach agreement on a project CDMP, the plan is not otherwise acceptable to The Army, or the offeror fails to provide the CDMP within the agreed time, The Army may terminate the developer's work on the project. At its own discretion, The Army may continue to proceed with the project by working with another developer deemed most advantageous to the government or by seeking new RFQ responses. Consequently, offerors within the competitive range are requested to keep their responses to each project RFQ open for twelve (12) months following the contract award.

## **2.2 Phase 2 – Project Implementation**

a. The Army desires to have the successful CDMP developer implement the approved plan. Once the installation, the cognizant command (MDW or TRADOC), HQDA, OSD, OMB, and the Congress approve the CDMP, the developer and installation may be given approval to begin transition toward project implementation. This approval will mark the beginning of Phase 2 of the project. During Phase 2, the developer will implement the approved CDMP. The Army, in conjunction with other agencies who have a vested interest in the land, will transfer ownership of the existing housing units and provide an appropriate interest in the underlying land to the developer to facilitate implementation in a manner consistent with the approved CDMP and with prudent business practices.

b. The developer should not expect, and will not be compensated by the Government for costs they incur following acceptance of the CDMP and payment of the contracted price. Additional costs to the developer may arise between CDMP submission and acceptance. These costs remain the sole obligation of the implementation developer regardless of the amount and purpose and will not be reimbursed through appropriated funds.

## **3.0 MILITARY HOUSING PRIVATIZATION INITIATIVE (MHPI) LEGISLATION**

The MHPI legislation (10 U.S.C. §§ 2871-2885) provides special authorities for the construction and improvement of military housing. It was specifically enacted to enable the Military Services to leverage housing assets (land and buildings) and limited financial resources in an effort to obtain private sector capital and expertise to improve the quality of life for Service Members and their families.

### **3.1 MHPI Authorities**

The MHPI provides four main financing tools that can be used separately or in conjunction. This summary is provided to help the offeror gain a general understanding of the MHPI legislation, but reference should be made to the actual MHPI language in order to fully understand this law. The offeror should consider the effect of OMB scoring on each financing tool.

### **3.1.1 Direct Loans and Guarantees.**

The Secretary of The Army can provide direct loans to private firms in the form of second mortgages when external financing is not adequate to make a project financially feasible. Loan guarantees can be used to help a developer obtain private sector financing by reducing project risks that are specific to military installations, such as base closure, downsizing, or extended deployments. The selected developer will be expected to assume normal business and market risks, such as construction delays.

### **3.1.2 Conveyance or Lease of Existing Property and Facilities.**

The Army can convey or lease existing Army land, housing, and related facilities to the developer for the purposes of privatizing military family housing.

### **3.1.3 Differential Lease Payments.**

The Army can enter into an agreement to pay a rent subsidy to the developer. However, this authority will be used only in unusual cases such as, when the total income stream is insufficient to ensure a reasonable return on investment.

### **3.1.4 Investments.**

The Army can make investments in non-governmental entities carrying out authorized housing privatization activities. Such investments may take the form of acquiring a limited partnership interest, purchasing stock or other equity instruments, purchasing bonds or other debt instruments, or any combination of these. The Army's cash contribution is limited to one-third (33 1/3 percent) of the project's capital cost. If land and facilities are conveyed to the developer as part of the investment, the value of the land and facilities together with any cash contribution cannot exceed 45 percent of the project's total capital cost.

## **3.2 Other Provisions and Considerations**

### **3.2.1 Local Standards.**

The MHPI legislation allows developers to build housing to local market standards and exempts the project from all MILCON standards, such as statutory square-footage standards for various military pay grades. However, if one submission proposes to provide a higher level of quality than another, the higher quality submission would receive a more favorable evaluation.

### **3.2.2 Basic Allowance for Housing (BAH).**

The BAH is a monetary entitlement granted to service members who live in non-government housing. Service members will use this allowance to pay rent to the developer for housing that is developed and managed under this program. Under current Army policy, rents for on-post housing under this program (including a reasonable amount allocated to cover average utility usage) must not exceed the service member's BAH. The developer will be required to set rents in accordance with this policy. Revisions to the BAH rate are processed annually and are based on market surveys and other cost indicators of the local housing market, but are subject to Congressional approval. Revisions to the individual BAH entitlement are processed on a continual basis based on changes in the service member's rank, deployment status, etc. For more information on the BAH system, refer to the following website:

<http://www.dtic.mil/perdiem/pdrates.html>. The service member's BAH includes a utilities component, an insurance component, and a rent component. The developer's responsibility for utility costs is described below in the "Utilities" paragraph.

### **3.2.3 Mandatory Allotments and Assignments.**

The MHPI legislation also enables The Army to mandate housing allotments (i.e., automatic payment deductions from the service member's pay for rent payments) and to mandate housing assignments (i.e., require service members to live in Army housing). The Army does not intend to use mandatory housing assignments. Rather, the development partner should market these housing units to attract service members and their families as in the private market. The Army has already used allotments in housing privatization. In future transactions, The Army will use a third party vendor to transfer the service member's BAH once the member elects to live in the privatized housing.

### **3.2.4 Non-Military Renters.**

In the event that the military requirement for the housing diminishes, non-military members may be allowed to occupy privatized housing. Together with the developer during the CDMP development, The Army will establish a priority order of assignment much like that in Army Regulation (AR) 210-50 and the current minimum-vacancy threshold for military renters that must be exceeded before non-military tenants are allowed. If allowed, non-military tenants will likely pay market rent plus utilities, however, this will be addressed during the CDMP development. If non-military tenants are allowed, arrangements for access to the installation during times of heightened security will be addressed during the development of the CDMP.

### **3.2.5 Real Estate Taxes.**

The developer will be responsible for any real estate or other ad valorem taxes assessed on the project. The requirement to pay local real estate or other ad valorem taxes will vary from locality to locality. Each prospective developer must make its own assessment of the likelihood that the project will be required to pay such taxes. Any agreement between The Army and the selected developer reached as a result of this RFQ will not relieve the developer of the obligation to pay taxes if required by appropriate law.

### **3.2.6 Ancillary Supporting Facilities.**

Housing Projects developed under this legislation can include facilities related to military housing units, including tot lots, community centers, housing offices, dining facilities, and other similar facilities for the support of military family housing. Final approval authority for such facilities related to MWR, AAFES, or DeCA rests with the ASA (M&RA). Instructions to request approval for such facilities can be found in section 2.1.1.

### **3.2.7 Utilities.**

The developer will be responsible for all costs of utilities provided to common areas of the project and all vacant units during the entire project period. Further, the developer will be responsible for all utilities in occupied housing units covered by the project until: (1) the units have been renovated or replaced, (2) utility meters (electric, gas, and / or oil) are installed, and (3) a 12-month consumption record has been established. When these three (3) conditions are met in an entire housing area and appropriate notice is provided to service member occupant, the service member will become responsible for the cost of utilities (electric, gas, and / or oil) for their residence. After consumption records have been established, an average utility consumption cost will be determined for each housing unit type. The service member will then receive this amount from their BAH and be responsible for paying utilities. Should the utility costs exceed the service member's identified utility allowance, the service member will be responsible to pay that amount from basic pay. If the utility bill is less than the calculated allowance, the service member retains those funds. The remainder of the service member's BAH will go to the selected developer as rent. The developer should plan to implement energy efficiency improvements and meter all the housing units as soon as practicable (e.g., new and renovated units) but no later than the end of year ten (10) of the project at which time all residents will be responsible for their utilities. Details of utility costs and allowances will be developed during the CDMP process.

## **3.3 Office of Management and Budget (OMB) Scoring**

a. Each MHPI agreement entered into by The Army with a private developer may be "scored" by OMB for budget purposes prior to approving the CDMP. Scoring is an accounting convention that measures the value of a



potential future financial obligation to The Army, recognizes it for budget purposes, and records it as a Department of Army obligation at the time an agreement is signed. Sufficient appropriations must be available to cover the scored amount for each agreement. Therefore, OMB scoring rules may affect the attractiveness of using available MHPI tools in conjunction with Army housing privatization projects. OMB guidelines on scoring are provided in Appendix G.

b. Section 4.6.7 below (Financial Return) outlines the relationship between OMB scoring and The Army's evaluation of each offeror's proposal. Accordingly, the effect of OMB scoring should be taken into account when considering how best to leverage The Army's assets at the specific installation. Consequently, offerors should attempt to maximize total private sector resources available for the specific installations while minimizing the effect of OMB scoring on The Army's commitment of assets.

## **4.0 CONTRACTOR SELECTION PROCESS**

In Step One (establishment of competitive range) of the two-step RFQ process, the prospective offeror's submission should include Part (A) Information requested in Section 4.2 (Administrative Minimum Experience Requirements) of this RFQ and Part (B) Information requested in Section 4.3 (Statement of Qualifications), subsections 4.3.1 through 4.3.5 of this RFQ. The Army will evaluate this information in accordance with the process, procedures, and evaluation factors set forth in this RFQ. An offeror's submission must first demonstrate satisfaction of the Administrative Minimum Experience Requirements. The Evaluation Team's assessment of responses to Sections 4.3.1 through 4.3.5 will establish a competitive range of offerors. The offerors selected for the competitive range will be the firms whose submissions, in The Army's judgment, are determined to be highly qualified and thus eligible for further consideration for potential long-term business relationships designed to achieve the goal of improving military housing communities. The Army reserves the right, however, to reject all responses to the RFQ and resolicit.

### **STEP ONE**

#### **4.1 Information Request Instructions**

a. Both single-firm offerors and joint venture offerors are required to furnish information to The Army in accordance with the instructions provided below. For the purposes of this RFQ, a single-firm offeror would manage the project under the direction of a single principal member (defined below). By contrast, a joint venture is a single business entity such as a partnership, limited-liability company or other legal entity consisting of two or more principal members. A legally capable partnership (joint venture) can also include one or more members of the partnership that is a 501(c)(3) corporation or other non-profit organization. The percentage of ownership of each of the principal members of the joint venture should be specifically identified. (This language is

intended to illustrate one means by which a tax exempt entity may participate in the process, i.e., as a member of a joint venture. However, this language does not prevent an entity, which is capable of meeting the minimums outlined in the RFQ, from submitting a proposal as a single offeror.) To compete for inclusion in the competitive range and for specific installation opportunities, a joint venture must commit to work with The Army as a single business entity. The offeror will be required to provide information concerning both the joint venture itself, as a single business entity and on the joint venture's principal members. Once included within the competitive range, an offeror should have a formally established legal single business entity or it may be excluded from further consideration.

b. The term "principal member" means a legal entity that has an identified ownership interest in the single business entity that is responding to this RFQ. In this RFQ, the term offeror is synonymous with single business entity. The principal member concept allows newly formed joint ventures to compete based on the experience of their principal members. Additional information on this aspect of The Army's evaluation is provided in Section 4.5.1. However, only experience of principal members will be used to evaluate any proposals. Single business entities planning to use a non-profit structure are advised to clearly demonstrate the experience of each principal member.

#### **4.1.1 Submission Instructions**

a. Administrative Minimum Experience Requirements, Statement of Qualifications, as well as completed representations and certifications required from Appendix D and paragraph 7.0 of the RFQ, must be signed and submitted in a clearly identified original hardcopy version (plus five copies), and provided electronically on compact disk (CD). Executive Order 13101 (Greening the Government through Waste Prevention, Recycling, and Federal Acquisition) must be followed for submission of hard copy proposals. Executive Order 13101 is included at Appendix E. The Administrative Minimum Experience Requirements, Statement of Qualifications and required representations must be produced in Microsoft™ Word (no exceptions), 8 1/2" x 11" format (no exceptions), using 12-point type in the Arial font (no exceptions). Spreadsheets must be produced in Microsoft™ Excel (no exceptions), 8 1/2" x 11" format (no exceptions). Tables, charts and 3<sup>rd</sup> party documentation may be in any format, type and size font. Third party generated documents may be reproduced without format change and entered on the CD using any readily available format. The Army must receive signed submissions no later than 01 March 2002 at 1630 hrs (4:30PM), Eastern Time (ET) at:

If Mailed: Army RCI Task Force  
US Army Corps of Engineers, Baltimore District  
Attn: Barbara Hawthorne, CENAB-CT  
PO Box 1715  
Baltimore, MD 21203-1715

Reference: RFQ No. DACA31-02-R-0005

If Hand carried (or sent via overnight delivery):

Army RCI Task Force  
US Army Corps of Engineers, Baltimore District  
Attn: Barbara Hawthorne, CENAB-CT  
10 South Howard Street, Room 7000  
Baltimore, MD 21201  
Reference: RFQ No. DACA31-02-R-0005

b. Submissions failing to arrive by the established deadline will not be evaluated. In addition to the Administrative Minimum Experience Requirements, offerors should provide the legal jurisdiction under the firm is organized and operating by submitting the proof of existence as an established legal entity, providing a proper Data Universal Numbering System (DUNS) number (<http://www.dnb.com>) and providing a Commercial and Government Entity (CAGE) Code with the submission. The Government requests the DUNS number for the legal entity, however, as a minimum at Step One, Part B, the Offeror shall provide the DUNS number of at least one principal member.

c. In addition to the Administrative Minimum Experience Requirements, offerors should provide the legal jurisdiction under which the firm is organized and operating by submitting the proof of existence as an established legal entity, providing a proper Data Universal Numbering System (DUNS) Number (<http://www.dnb.com>) and providing a Commercial and Government Entity (CAGE) Code with the submission. The Government requests the DUNS number for the legal entity, however as a minimum at Step One, Part B, the Offeror shall provide the DUNS number of at least one principal member.

d. To be eligible for DOD contract award, offerors must be registered with the Department of Defense Central Contractor Registry (CCR), which can be accomplished through <http://www.ccr.gov>. Offeror must be registered in the CCR in order for award to be made to the offeror at the conclusion of Step 2.

#### **4.1.2 Submission of Step One, Part A**

a. The Administrative Minimum Experience Requirements (Part A); Section 4.2, information shall be submitted separately from Part B information requested in Section 4.3 (Statement of Qualifications), and shall stand alone in determining an offeror's ability to satisfy the minimum experience requirements. This information serves to insure that offerors meet a basic level of experience prior to being further evaluated. Only the information contained in Part A will be considered in determining if an offeror meets the administrative minimum experience requirements. However, information in Part A will be considered when evaluating Part B.

b. Submissions for the Administrative Minimum Experience Requirements (Section 4.2) are limited to a total of five (5) single-spaced pages. Page tabs shall not be used in Part A. The offeror's cover page or transmittal letter will not count towards the page count for Section A.

#### **4.1.3 Submission of Step One, Part B**

a. The Statement of Qualifications (Part B) should be submitted in sufficient detail to:

(1) Permit the Evaluation Team and Source Selection Authority (SSA) to reach a reasoned judgment regarding the offeror's qualifications.

(2) Distinguish the offeror from other candidates.

b. Part B submissions are limited to a total of 75 single-spaced pages, including tables or charts where appropriate. Blank tab pages do not count toward the 75-page count. Submissions shall be in Microsoft™ Word format, 12-point type in the Arial font. Spreadsheets must be produced in Microsoft™ Excel (no exceptions), 8 1/2" x 11" format (no exceptions). Tables, charts and 3<sup>rd</sup> party documentation may be in any format, type and size font. The following are not included in the 75-page limit: information requested in Section 4.2 (Administrative Minimum Experience Requirements); audited financial statements (or 10Ks if the entity is publicly owned) requested under Section 4.3.2; and "Offeror Representations and Certifications" requested in Appendix D.

c. Submittals exceeding the 75 single-spaced page limitation will result in the information provided on pages over the 75-page limit not being considered.

### **PART (A)**

#### **4.2 Administrative Minimum Experience Requirements**

a. The single-firm offeror or a principal member in a joint venture must submit a list of Projects with sufficient detail to demonstrate satisfaction of the following administrative minimum experience requirements. Only information submitted in Part A of your proposal will be considered in the evaluation of minimum requirements. Questions which may arise as to the interpretation of the requirements of 4.2 should be resolved with the Contracting Officer prior to submission of your proposal. An offer that fails to satisfy the administrative minimum experience requirements will not be eligible for further consideration and will be eliminated from competition. One principal member must meet minimum experience requirement 1, one principal member must meet minimum experience requirement 2, and one principal member must meet minimum experience requirement 3, although each need not be the same principal member. The minimum experience requirements are:

(1) The offeror has, within the past ten (10) years, served as the primary developer and principal sponsor (with an ownership interest) in at least three (3) completed development projects, or completed project phases, each of which included a residential component consisting of a minimum of 200 units of multi-family low rise (three stories or less), attached or detached family housing units. A phase or project is completed if at least 200 units have received a certificate of occupancy or similar occupancy permit and lease-up has begun.

(2) The offeror has, within the past ten (10) years, provided property management and asset management for at least (3) major residential projects, each of which included a rental residential component of at least 200 units. These operations, leasing, repairs and maintenance, and “managed residential projects” do not have to be the same projects discussed in number 1 above.

(3) The offeror has, within the past ten (10) years, structured, arranged, and managed the capital formation (See Glossary, Appendix H) including, equity and both short and long-term debt, for three (3) completed residential projects or completed project phases, each resulting in actual development costs of at least \$20 million. It is acceptable to inflate historical development costs to current dollars using a commonly accepted inflation factor. The source of the inflation factor shall be identified including the computations and the actual costs incurred. A phase or project is completed if at least 200 units have received a certificate of occupancy or similar occupancy permit and lease-up has begun. These “financed” residential projects do not have to be the same projects discussed in number 1 and 2, above.

## **PART (B)**

### **4.3 Statement of Qualifications**

In the Statement of Qualifications, include the following information:

#### **4.3.1 Experience**

a. An offeror should provide a list of all major development projects completed or currently in development by its principal members relevant to residential communities. This list may include projects noted in the Administrative Minimum Experience Requirements list. For each major development project listed, include a brief description of the project, including its name, size (dollar value/number of units), type (single family, town homes, apartment complex, etc), nature of construction (whether new construction, moderate rehabilitation, substantial rehabilitation or redevelopment) and location.

b. In addition, for the five (5) most relevant projects to the development of Army family housing communities, provide information as indicated below in this paragraph 4.3.1. The responsibility of the offeror is to determine which five example projects it considers most relevant to the RCI process. Relevant

projects include, but are not limited to, those that a principal member currently owns and manages. Specific factors of importance to The Army include: new construction of attractive market- rate housing; properties involving the rehabilitation of existing housing, including historic units, and the relocation of current tenants; properties needing to be made more market competitive; and properties that have been owned, managed, and financed for a long time (e.g. 10 years) which remain viable and competitive. The more recent a particular activity occurs, be it management, development, construction or other, the more it demonstrates current skill in that activity.

1. Name of Project:
2. Location (address, city or town, county, state)
3. Land-Use Program/Phasing
4. Key Dates (for each Project)
  - a. Date land acquired
  - b. Date construction started / ended
  - c. Date occupancy began
  - d. If applicable, date sold or refinanced
5. Project Economics and Finance
  - a. Budget development costs, including "hard" and "soft" costs
  - b. Total development costs, including "hard" and "soft" costs
  - c. Financing, including debt (short- and long-term) and equity (developer and investors) financing
  - d. Description of ownership structure, including percentage of ownership by principal member
  - e. Occupancy rate (initial and sustained)
  - f. Contact information (names, addresses, e-mail addresses and telephone numbers) for all debt and equity sources (to be used for reference check)
6. Operation, Maintenance and Repair, and Property Management
  - a. Scope of services provided
  - b. Customer service levels and standards of performance
  - c. Operation, maintenance, and property management services and related standards of performance, including services provided for historic properties
7. Issues Encountered and Resolved, such as:
  - a. Environmental activities and remediation (such as lead based paint, asbestos, radon, chlordane and underground storage tank analysis)
  - b. Involvement in public approval and zoning processes

- c. Historic preservation (including renovations, conversions and / or landscaping)
- d. Seismic mitigation
- e. Regulatory public approvals and entitlements
- f. Community concerns
- g. Quality Assurance / Control

#### 8. Strategic Partnering and Relationship Issues

- a. Details concerning cooperation with other business entities or organizations in Projects involving long-term real estate management services
- b. Information regarding material disagreements with other participants, the offeror's approach to dispute resolution and how these disagreements were resolved
- c. The offeror's experience (if any) with public-private housing partnerships involving affordability objectives regulations and subsidy funding.
- d. The offeror's experience (if any) working in partnerships, joint ventures, or other collaborations

#### **4.3.2 Financial Capabilities**

- a. Provide documentation and statements relevant to the offeror or its appropriate principal member(s) as identified below. Among other things described in this RFQ, The Army is seeking a firm that demonstrates a strong financial structure. This can be demonstrated through audited financial statements. There is no minimum net worth requirement, however, total net worth is considered in the evaluation.
- b. Audited financial statements (or 10Ks if the entity is publicly owned) for the last three (3) years. (Parent and holding companies should submit audited financial statements if they intend to commit resources to a developer or joint venture in which they own a controlling interest.)
- c. Documentation demonstrating the firm's capability to secure financing and operating capital for the project as well as the offeror's capability to obtain financing and capacity to secure payment and performance bonds (or alternate forms of security, in sufficient detail so The Army can evaluate same) in a timely manner for a project the size of Fort Belvoir and / or Forts Eustis, Story, and Monroe.
- d. Joint ventures should submit audited financial statements and documentation demonstrating financial capabilities and bonding capacity only for the single business entity itself, unless the single business entity has been newly formed for this specific project or if principal members of the single business entity will be independently responsible for financial commitments. In the latter cases, audited financial statements and documentation relating to financial capability and bonding capacity should be submitted for the single business

entity and, individually, for all principal members of the offeror responsible for obtaining financing for the project.

e. Documentation that addresses and identifies the equity necessary (i.e., sources and amount) to obtain financing for a project the size and scope of Fort Belvoir and / or Forts Eustis, Story, and Monroe.

f. Economics of sharing arrangements between the principal members and investors in past projects, including identification of all sources of return to the owners and investors.

g. All financial information submitted for this RFQ will be protected from public disclosure if the provider identifies and justifies the information as proprietary, and requests such protection at the time of submission. Information that is considered proprietary should be clearly marked as such on each page. Prospective developers should be aware, however, that The Army may share financial information with financial consultants assisting The Army with this initiative as well as Congressional committees, if requested by the committees as part of their legislative oversight function.

#### **4.3.3 Organizational Capabilities (Corporate Level)**

a. Provide basic background information on:

(1) The offeror's history and background.

(2) The status and structure of the firm's organization (e.g. limited liability company).

(3) In the case of joint ventures, each principal member's appropriate history and background, assigned areas of responsibility, and any legally enforceable agreements or other mechanisms that will be relied on to ensure the firm's successful long-term operation.

(4) The firm's capabilities to plan, develop, redevelop, renovate, operate, manage and maintain large-scale residential, rental development projects, including providing for their construction, financing, and long-term operation and protection of existing historic aesthetic values.

(5) The name, address, telephone number, fax number, and e-mail address of the person authorized to represent your firm and to serve as the single point of contact during the developer selection.

#### **4.3.4 Past Performance**

a. Provide names, titles, organizational affiliations, addresses, email address, and telephone numbers of individuals who will serve as references for



each of the five projects identified as most relevant to the development and management of Army family housing communities (those for which you provided information pursuant to Section 4.3.1).

(1) Provide at least one reference for each of the following categories that are relevant for each Project: financial institutions, local government agencies, business partners, major customers, and major contractors.

(2) List any of the firm's (in the case of joint ventures, any principal member's) Projects, over the last 10 years, in which (a) the ownership has been restructured due to adverse circumstances (including default, need for new capital renovations, material negative cash flow, change of controlling partner), (b) the management company has been replaced at the instigation of the owner, the lender, or a regulator, and/or (c) any action that has been commenced by a lender to replace, sanction, or suspend any of the principals from future participation in lending activities and describe the circumstances of such restructuring. If you have not had any projects restructured because of financial difficulties, provide an affirmative statement so indicating.

(3) List all material instances of litigation or formal Alternative Dispute Resolution (ADR) processes (e.g., binding arbitration) during the last ten (10) years and involving a claim in excess of \$50,000 to which each principal member has been a party relating to partnering, financial performance, and/or treatment of residents. For those matters involving a claim equal to or in excess of \$500,000, provide a detailed description of the litigation or ADR process.

#### **4.3.5 Small Business Utilization (General History)**

a. Provide information concerning your offeror's use of small business concerns that:

(1) Describes the offeror's documented policies relating to small business participation and the extent of participation of small business concerns in your past and current projects. In case of a joint venture, information, as stated above, on the use of small business concerns on past projects should be provided separately for each principal member.

(2) Provide at least one point of contact who can validate your use of subcontractors, to include small businesses, is required for each project within the last three years. If multiple subcontractors were on each project, a point of contact is only required for one subcontractor, to include small businesses, per project. Include the name, project title, and phone number of the local, state, or federal government / company / agency for these projects.

b. For your reference in providing this information, the term small business concerns refers to Small Businesses, Small Disadvantaged Businesses, Women-Owned Small Businesses, Veteran-Owned Small Businesses and Service-Disabled Veteran-Owned Small Businesses. Information concerning the

definition and size standards for small business concerns may be found at 13 Code of Federal Regulations (CFR) Parts 121 and 124.

c. Although the above CFR section contains the accurate definition, in general, a small business is defined as an independently owned and operated business, not dominant in its field of operation and generally restricted by number of employees or average annual gross revenue. For instance, for many service industries, the firm must have less than \$5 million in average annual gross revenue over a three-year period to be considered small. For other service industries, the firm must employ less than 500 employees. A small disadvantaged business must, in addition to being small, also be at least 51 percent unconditionally and directly owned by one or more socially and economically disadvantaged individual(s) who is/are a citizen(s) of the United States. A woman-owned small business is a small business that is at least 51 percent owned and controlled by one or more women. A veteran-owned small business is a small business that is at least 51 percent owned and controlled by one or more veterans (as defined at 38 U.S.C.101 (2)) and management and daily business operations of which are controlled by one or more veterans. A service-disabled veteran-owned small business is a small business that is at least 51 percent owned and controlled by one or more service-disabled veterans (service-disabled veteran means a veteran with a disability that is service-connected as defined in 38 U.S.C.101 (16)).

## **STEP TWO**

### **4.4 Submission of Step Two**

a. On the basis of responses to Sections 4.3.1 through 4.3.5, those offerors determined to be highly qualified and thus eligible for further consideration for potential long-term business relationships designed to achieve the goal of improving military housing communities, will comprise an exclusive competitive range. For Step Two, offerors, who have been selected for the competitive range, must supply information and any amendments as outlined in the following sections. Offerors may avoid unnecessary expense by waiting to prepare Step Two until they are notified of their inclusion in the competitive range and advised by the solicitation amendment.

b. Only the offerors in the competitive range will be considered for Step Two of the RFQ. Step Two of the specific project will be issued via an amendment to the RFQ. Responses to the amendment will be used to select a developer whose submission, in The Army's judgment, is determined to offer the best value for improving military family housing at the specific installation.

c. Along with the Step Two submittals, offerors shall provide the legal jurisdiction under which the firm is organized and operating by submitting proof of

existence as an established legal entity, providing a proper Data Universal Numbering System (DUNS) Number (<http://www.dnb.com>) and providing a Commercial and Government Entity (CAGE) Code with the submission. Offerors must provide this information by the conclusion of Step Two, Part B will be considered unresponsive and eliminated from further consideration.

d. The contractor will be selected based on a four-factor evaluation during Step Two of the solicitation process. In Step Two, the offeror will be evaluated on its installation specific preliminary project concept statement, financial return, organizational capabilities (both on-site and off-site, including a detailed organizational chart and a description of operational, management, and financial controls), and small business utilization plan (on-site). The details of the winning proposal will provide the baseline for negotiation of the CDMP. Step Two submissions will be made in an oral presentation format with written documentation. Firms electing to compete for a specific project shall notify the Contract Specialist, in writing of their intent to participate at least 15 days prior to the closing date of the Step Two RFQ amendment. The date, time, and location for the oral presentations will be provided to those firms within the competitive range following the Step Two Amendment (see section 4.5.2). Firms in the competitive range may decline to participate in a specific Step Two project RFQ without a penalty of participating in other project specific RFQ's in this solicitation. Firms electing to compete for a specific project shall notify the contract specialist, in writing, of their intent to participate at least 15 days prior to the closing date of the Step Two RFQ amendment.

#### **4.4.1 Preliminary Project Concept Statement**

a. The offeror should provide a preliminary project concept statement, the purpose of which is to give The Army illustrative information about the offeror's overall vision, strategy, and approach to improving and maintaining the military family housing community at the project sites. The actual, detailed, agreed-upon specific CDMP, which is the plan for community development and management at a specific installation will be negotiated and formalized during Phase 1 of the contract.

b. In crafting the preliminary project concept statement, assume that your firm is selected as the developer for the Fort Belvoir and / or Forts Eustis, Story, or Monroe project(s). Beginning from the time of selection, describe your vision of The Army family housing community at the specific installation. The preliminary project concept statement should also describe your approach to accomplishing the vision.

c. Your statement should include your firm's assessment of Army family housing needs at the installations and then discuss how you would address those needs. It should discuss the existing housing stocks and how you would alter or enhance those stocks to improve the family housing communities. This would include a description of how you would provide quality operation,

maintenance, and property management services to the communities over the life of the project. It should consider elements of community safety and recommended steps toward improvement. It should also include a general description of how you would enhance the aesthetic character and quality of the residential communities. It should also include items such as a conceptual land-use plan and a general description of potential housing products. You should indicate how you will protect the project scope during the initial development period and identify those contingencies that might make your plan unexecutable. Detailed drawings, specifications, or other detailed technical information are not required as part of the preliminary project concept statement. However, schematics that help explain your vision may add value to your presentation.

d. Describe how you would incorporate existing on-base community assets and design principles to achieve your vision. If you envision including ancillary supporting facilities, your statement should describe the general nature of these facilities, and how they relate to and support family housing. Explain your approach for integrating them into the residential communities for Army families and the surrounding civilian communities, and describe how you would finance, build, and operate them.

e. The preliminary project concept statement should also describe your approach to building a long-term working relationship with The Army and other community stakeholders, and summarize your methodology for successfully completing the CDMP planning process and undertaking the ensuing community development and management.

f. The statement should also describe your plan for reinvesting revenue earned from the project back into the project itself or, as appropriate, returning revenue to The Army. Particular attention should be given to your strategy as it relates to reinvestments for capital upgrades and other ongoing development tasks.

g. The preliminary project concept statement should include your concept for bringing the housing inventory to an adequate condition within 10 years of transfer of operations. You should indicate how you will ensure that this milestone is reached and identify those contingencies that might make it unexecutable.

#### **4.4.2 Financial Return**

a. Provide a written statement, either in text or table form that addresses:

(1) The firm's range of expected rates of return for each specific project based on your experience, approximate fee structure and incentive fees (if any), including all other sources of financial return and why these sources are competitive and reasonable, any other sources of return your firm or affiliates

would expect to earn on similar projects, and economics of sharing arrangements between the principle members and investors.

(2) The anticipated sources of capital (debt and equity) that will be used to finance short- and long-term project expenses. This should include the firm's plan for competing both the debt and the underwriting during Phase 1 of the CDMP development.

(3) The firm's intent concerning the use of Army assets and resources as permitted under the MHPI authorities, in order to implement the firm's preliminary project concept statement as described in Section 4.4.1.

(4) The anticipated relationship, if any, between the firm's approach to reinvestment as described in the preliminary project concept statement and its expected financial return for the project. This should include anticipated timing and levels of refinancing and the proposed disposition of proceeds from refinancing as well as plans for adjusting the reinvestment approach in response to market standards and evolving property needs over time.

(5) The anticipated relationship, if any, between the firm's expected financial return and its approach for ensuring that service and maintenance standards are met over the life of the project, including the offeror's plan for keeping quality comparable with market standards over time.

(6) A written statement articulating the firm's strategy for financing the project on a long-term basis including anticipated costs and why these are optimum. The statement should relate the proposed strategy to the firm's vision, documented financial capabilities, and identified expectations for financial return as well as how adjustments will be made in response to changes in the capital markets or the housing market.

(7) Provide a rudimentary 50-year pro forma analysis depicting your initial and out-years development period construction budgets and 50-year operating cash flow. Include all development periods, all derived income, BAH growth, and all other assumptions and limitations.

(8) Expected sources and uses of funds must be clearly explained in the pro forma.

(9) Presentation should include a cash waterfall diagram, a summary of key assumptions with footnotes, and an accompanying explanation of the lock box accounts.

#### **4.4.3 Organizational Capabilities (On-Site, Installation Specific)**

- a. Provide basic background information concerning the following:

(1) The key person who will be responsible for representing the offeror in all matters and for coordinating and integrating all functional elements of program requirements into seamless strategies, processes, and solutions throughout both the procurement phase and during the CDMP.

(2) Key personnel to be assigned to the CDMP development process and their anticipated roles throughout all phases of the required work effort. Key personnel are those who are considered critical to the accomplishment of the required services. For each key person identified, submit a one-page resume that, at a minimum, describes the key person's duties and responsibilities, his/her education, knowledge, skills, expertise, and other qualifications relevant to the accomplishment of the project. Also, on a separate page, indicate the extent to which key personnel worked together on projects relevant to the specific effort. This section should include an organizational chart that depicts the relationship between the key people.

(3) Key personnel to be assigned to the CDMP implementation and their anticipated roles throughout all phases of the required work effort. Key personnel are those who are considered critical to the accomplishment of the required services while at the installation. For each key person identified, submit a one-page resume that, at a minimum, describes the key person's duties and responsibilities, education, knowledge, skills, expertise, and other qualifications relevant to the accomplishment of the project. Also, on a separate page, indicate the extent to which key personnel worked together on projects relevant to the specific effort. This section should include an organizational chart that depicts the relationship between the key people.

#### **4.4.4 Small Business Utilization Plan (On-Site, Installation Specific)**

a. Provide information concerning your firm's proposed use of small business concerns that:

(1) Articulates your firm's approach to ensuring that small business concerns will have, subcontracting opportunities during Phase 2 (CDMP implementation) to the maximum practicable level. For example, this discussion should include an illustrative list of work areas (e.g., building, maintenance, etc.) in which you will use small business concerns.

(2) Provide your plan for how much (either in dollars or as a percentage) of the overall cost of this project will be subcontracted to small business concerns.

#### **4.5 Evaluation Process and Evaluation Team**

The Army will establish an Evaluation Team to review responses to this RFQ in order to select the developers for each specific project. The Evaluation Team will include Army executives and other personnel and will seek advice from

consultants with specific expertise in large-scale residential community development, historic preservation projects, environmental issues, financing, operations, and management services. An initial review will be conducted to ascertain whether submittals have met the administrative minimum requirements as outlined in RFQ Step One, Part A. The Evaluation Team in Step One, Part B will review only submissions that have met the administrative minimum experience requirements. Additional communication with prospective developers, as well as independent background analyses, may be conducted at the discretion of the Contracting Officer. References identified by prospective developers in their submissions and other third parties may also be contacted.

#### **4.5.1 Competitive Range Based on Initial Submissions (Step One)**

The Army intends to evaluate submissions received in response to this RFQ without providing prospective offerors the opportunity to revise their submissions during Step One. Consequently, the offeror's initial submission should contain all information that the offeror thinks is needed to demonstrate to The Army that the offeror is qualified to advance to Step Two. While the government does not intend to meet with offerors to encourage revisions to their submissions, The Army may contact offerors to clarify certain aspects of their submission or to correct clerical errors. As an example, The Army may contact an offeror to clarify the scope of the offeror's involvement in a past development project. The number of firms included in the competitive range may be limited in order to make the evaluation process as efficient as possible. Additional details concerning the competitive range and its formation may be found in Appendix D.

#### **4.5.2 Award Based on Oral Presentation (Step Two)**

a. The Army intends to select the awardee for each project contract following oral presentations. Offerors in the competitive range will be notified in order to properly arrange for their oral presentations. Firms electing to compete for a specific project shall notify the contract specialist, in writing, of their intent to participate at least 15 days prior to the closing date of the Step Two RFQ amendment. Each offeror choosing to participate will then be assigned one presentation date within a number of consecutive available dates. The order of appearance will be selected on a random basis. Offerors within the competitive range agree to hold their proposals open for one year (365 calendar days) from the date of closing for receipt of their Step One proposal in the event issuance of Step Two is delayed.

b. Notice of intent to participate in Step Two shall be delivered as follows:

If Mailed:

Army RCI Task Force  
US Army Corps of Engineers, Baltimore District  
Attn: Barbara Hawthorne, CENAB-CT

PO Box 1715  
Baltimore, MD 21203-1715  
Reference: RFQ No. DACA31-02-R-0005

If Hand-carried (or sent via overnight delivery):

Army RCI Task Force  
US Army Corps of Engineers, Baltimore District  
Attn: Barbara Hawthorne, CENAB-CT  
Room 7000, 10 South Howard Street  
Baltimore, MD 21201  
Reference: RFQ No. DACA31-02-R-0005

c. During Step Two, each offeror will be allowed eight (8) hours to make an oral presentation, which will be recorded on videotape. One copy of the videotape will be provided to the offeror within two weeks of the completion of the presentation. Offerors will be given approximately 30 days to prepare for their oral presentation.

d. Offerors will provide one clearly identified original hardcopy version of the content of their presentation (plus five copies) at the time of the presentation, as well as electronically on a compact disk (CD). There is no page limit on the written portion of the oral presentation. Offerors will have 72 hours after the conclusion of the presentation to submit clarifications and responses to questions to the address above. This final submittal document must be signed by the offeror's principal members and be submitted in a clearly identified original hardcopy version (plus five copies), and provided electronically on compact disk (CD). This document shall not exceed 25 pages and will serve as evaluation submittal for Step Two. Blank tab pages do not count toward the 25-page count. Submissions shall be produced in Microsoft™ Word format (no exceptions), 12-point type in the Arial font (no exceptions). ). Spreadsheets must be produced in Microsoft™ Excel (no exceptions), 8 1/2" x 11" format (no exceptions). Tables, charts, and 3<sup>rd</sup> party documentation may be in any format, type and size font.

e. Source Selection Decision. At the conclusion of the oral presentation (as described above) and subsequent evaluation, the Evaluation Team will present its assessment to the Source Selection Authority (SSA). The SSA's decision shall be based on a comparative assessment of proposals against all source selection criteria in the solicitation. While the SSA may use reports and analyses prepared by others, the source selection decision will represent the SSA's independent judgment. Upon receipt of the SSA's decision, the Contracting Officer will make the award.

#### **4.6 Evaluation Factors**

a. The Evaluation Team will use five factors to evaluate the information provided in response to this RFQ for Step One, Part B. These factors are listed



here in descending order of importance: (1) Experience, (2) Financial Capability, (3) Organizational Capability (Corporate Level), (4) Past Performance, and (5) Small Business Concerns as Subcontractors (General History).

b. The assessment of past performance will be used in making the “Best Value” selection. Past Performance enables The Army to better predict the quality of, and customer satisfaction with, future work. The contractor in this initiative must deliver the same high quality of service to The Army as it delivers to its best private sector customers. The emphasis placed on past performance demonstrates Army commitment to select the offeror that will accomplish what it promises in its proposal and negotiates in the CDMP for the entire term of the project. Accordingly, offerors will be required to submit project past performance information as stated in Section 4.3.4.

c. The Performance Questionnaire (Appendix I) will be used by the Evaluation Team to obtain customer input on the projects submitted and this information will be consolidated into an overall past performance rating. The evaluation team may consider information about other projects performed by offerors and identified through any and all means, including but not limited to customer surveys and comments from Government agencies.

d. The Evaluation Team’s review of an offeror’s Step One submission will form the basis for determining competitive range. Offerors advancing to the competitive range will be invited to compete in Step Two for award of the individual RCI Projects.

e. Step Two oral presentations will be evaluated on four factors. These factors are listed here in descending order of importance: (1) Preliminary Project Concept Statement, (2) Financial Return, (3) Organizational Capability (On-Site), and (4) Small Business Utilization Plan (On-Site).

f. For each step, the elements and questions for each factor will be evaluated comprehensively to determine an overall rating for that factor, which will be used to analyze the offeror’s ability to plan and implement the project.

g. Each individual evaluation factor will be rated (as indicated below). The evaluators will assign one of the following ratings to each factor:

(1) Exceptional: The offeror has demonstrated, based on an assessment of significant strengths and minimal, if any, weaknesses that it can exceed the requirements of the specific projects.

(2) Acceptable: The offeror has demonstrated, based on an assessment of significant strengths and some weaknesses that it can meet or possibly exceed the requirements of the specific projects.

(3) Unacceptable: The offeror has not demonstrated, based on an assessment of minimal strengths and significant weaknesses that it can meet the requirements of the specific installation projects.

(4) Neutral: This rating will only be used to evaluate an offeror in the past performance evaluation factor (4.3.4). The offeror did not have a sufficient history that could be evaluated in a level of detail that allowed the evaluation team to draw a conclusion about the offeror's past performance.

h. In addition, the evaluators will assign an overall rating to each proposal.

1) Exceptional: The offeror has demonstrated, based on an assessment of significant strengths and minimal, if any, weaknesses across all evaluation factors, that it can exceed the requirements of the specific projects.

2) Acceptable: The offeror has demonstrated, based on an assessment of significant strengths and some weaknesses across a majority of evaluation factors, that it can meet or possibly exceed the requirements of the specific projects.

3) Unacceptable: The offeror has not demonstrated, based on an assessment of minimal strengths and significant weaknesses across a majority of evaluation factors, that it can meet the requirements of the specific installation projects.

i. The evaluators will justify the evaluation factor rating by drawing upon the strengths, weaknesses, and risks identified for each of the evaluation factors. In addition to the adjectival ratings above, a risk rating will be assigned to the overall proposal. The purpose of this rating is to assess the level of risk associated with selecting the contractor to perform *Phase 1: Project Planning* and *Phase 2: Project Implementation*.

j. The individual member bases the risk-rating scheme for the overall evaluation rating on a risk assessment of the entire submittal. The evaluators will assign one of the following ratings to the offerors' submittal:

(1) Low Risk: Any weaknesses identified by the evaluators in the experience, approach, capabilities, and/or past performance record of the developer have little potential to cause disruption to the planning and implementation phases. Normal contractor/government effort and monitoring will probably minimize any difficulties.

(2) Moderate Risk: These are weaknesses identified by the evaluators in the experience, approach, capabilities, and / or past performance record of the offeror that can potentially cause disruption to the planning and implementation

phases. Special contractor/government emphasis and close monitoring will probably minimize any difficulties.

(3) High Risk: These are weaknesses identified by the evaluators in the experience, approach, capabilities, and / or past performance record of the developer that have the potential to cause significant disruption to the planning and implementation phases even with special contractor/government emphasis and close monitoring.

k. The evaluators will document the weaknesses and their potential impact on disruption to the planning and implementation phases of the installation specific projects to justify the contractor selection rating.

## **STEP ONE EVALUATION**

### **4.6.1 Experience**

a. For firms that meet the minimum requirements, the following questions and elements will aid the Evaluation Team in evaluating the experience factor.

**Does the offeror possess the experience necessary to plan, design, finance, partner, and implement projects such as those identified in this solicitation?**

(1) To what extent has the offeror demonstrated through experience the ability to plan, develop, redevelop, manage, and maintain large-scale residential development projects, including providing for their construction, financing, environmental management, and long-term operation, as well as recognizing and mitigating seismic conditions?

(2) To what extent has the offeror demonstrated through experience the ability to serve as a contractor and partner in working with the federal government, state or local governments, or non-profit institutions?

(3) To what extent has the offeror demonstrated through experience the ability to address environmental and historic property treatment issues and conforms to restrictions and guidelines for the environmental remediation and preservation of these property types?

(4) To what extent has the offeror demonstrated the ability through experience to renovate housing units while residents occupy units in another portion of the same development project?

(5) To what extent has the offeror demonstrated through experience, and in relation to its approach to managing the project, the ability to work successfully in cooperation with other business entities or organizations on

complex projects requiring long-term real estate operation, maintenance, and property management?

(6) This last factor element evaluates the extent to which a single-firm offeror has worked with other organizations (e.g., subcontractors, financial institutions) on projects requiring long-term real estate operation, maintenance, and property management functions. In the case of a joint venture, this last factor element also evaluates the extent to which the joint venture's principal members have experience working together or with other organizations on these projects in joint ventures or similar types of business relationships.

#### **4.6.2 Financial Capabilities**

a. The following questions and elements will aid the Evaluation Team while evaluating the Financial Capabilities factor.

**Can the offeror structure, arrange, and manage the financing required for the successful development and long-term operation of a large, complex residential project?**

b. In reviewing financial capabilities, the Evaluation Team will consider the following questions:

(1) Does the offeror possess the financial capability, bonding capacity, and institutional relationships necessary to obtain financing for a project of this size and scope and to weather temporary or near-term cash flow shortfalls?

(2) Does the offeror have a viable strategy for financing the project on a long-term basis, and is the strategy supported by the offeror's identified capabilities?

(3) Does the offeror identify sources and amounts of equity to be used in the project and the duration of this equity investment?

#### **4.6.3 Organizational Capabilities (Corporate Level)**

a. The following questions and elements will aid the Evaluation Team in evaluating the organizational capabilities factor.

**To what extent can the offeror field a qualified, experienced project team with the expertise and workload capacity necessary to manage all of the disciplines required to plan a large-scale, long-term, quality residential community development project?**

b. In reviewing corporate level organizational capabilities, the evaluation team will consider the following questions:

(1) Does the offeror possess the organizational capability to field a team to cover all of the disciplines required to make the CDMP creation process successful and to maintain high levels of quality? The disciplines include, but are not limited to: business planning, master planning, financing, public approvals, environmental stewardship, seismic mitigation, community and government relations, and historic preservation (architecture, landscape, and archeology).

(2) Does the offeror present an organizational structure that allows for successful oversight and creation of a CDMP?

(3) Does the offeror successfully demonstrate the workload capacity to incorporate the proposed RCI project into their current and planned business operations?

c. This factor considers the offeror's ability to manage and integrate various functional disciplines relevant to the successful planning of the project. In the case of joint ventures, this factor evaluates the organizational capabilities of each principal member of the joint venture in their assigned areas of responsibility (see Section 4.3.3) and any previous or current third-party certification of such ability. This factor addresses corporate level organizational capabilities. Resumes for individual personnel are not required until Step Two.

#### **4.6.4 Past Performance**

a. The following questions and elements will aid the Evaluation Team in evaluating the past performance factor.

**How acceptable is the offeror's risk of non-performance or poor performance in either crafting or implementing the CDMP for the project, based on past performance?**

(1) The Army's evaluation of past performance will be based on information provided by the prospective offeror as required in Section 4.3.4, as well as on independent background analyses. The Past Performance Questionnaire (Appendix I) will be used by the Evaluation Team to obtain customer input on the projects submitted, and this information will be consolidated into an overall performance rating. References identified in the submission, and by third parties, may be contacted as part of this evaluation. The Army's analysis of the offeror's past performance will take into account the currency and relevancy of information examined, the context of the data, and general trends in the offeror's performance.

(2) Consistent with Section 4.3.4, the past performance for a joint venture will consider both the joint ventures' past performance and that of its principal members. Offerors and principal members in a joint venture that lack a past-performance history will be given a neutral past-performance evaluation.

#### **4.6.5 Small Business Utilization (General History)**

a. The following questions and elements will aid the Evaluation Team in evaluating the Small Business Utilization (General History) factor.

**How has the offeror used small business concerns in past projects?**

**Does the offeror have proactive policies with regard to the use of small business concerns and can the offeror demonstrate that small business utilization has been emphasized, even when not required by the government?**

b. This factor considers the participation of small business concerns in the firm's past and current projects. This would include: type of work subcontracted, percentage of the dollar amount of work that was subcontracted per project compared to the overall cost of the project, what your goals were and if you met your goals (by what percentage), etc. In the case of a joint venture, information on the use of small business concerns on past / current projects should be provided separately for each principal member.

### **STEP TWO EVALUATION**

#### **4.6.6 Preliminary Project Concept Statement**

a. The following questions and elements will aid the Evaluation Team in evaluating the Preliminary Project Concept factor.

**Has the offeror provided a creative, robust vision that meets The Army's needs and signals a realistic, successful outcome?**

b. This factor considers the prospective offeror's overall project concept for the long-term development, operation, maintenance, and property management of the specified military family housing community, and the offeror's creativity in meeting The Army's objectives.

(1) Does the prospective offeror understand The Army's goals and needs for the project as identified in Section 1.1 of this solicitation?

(2) Is the offeror's approach to the project, including its plan for reinvestment and its plan for providing quality long-term operation, maintenance, and property management, practical and likely to succeed from a long-term business and financial standpoint?

(3) Does the offeror's approach adequately consider the installation information, including the vision and goals for the specific installation's RCI project as summarized in Section 2.1.1 and the Appendices?

(4) Do all ancillary supporting facilities proposed as part of the overall project concept relate to and support housing? Similarly, to what extent are proposed ancillary supporting facilities incorporated into an overall development vision that seeks to complement (and not compete with) business operations in the local community or on-post operations such as those run by MWR activities and organizations such as AAFES or DeCA (see Section 2.1.1)?

#### **4.6.7 Financial Return**

a. The following questions and elements will aid the Evaluation team in evaluating the Financial Return factor.

**How and to what extent will the offeror's expected capital structure and financial return (taking into account the proposed ownership structure, reinvestment plan, and use of MHPI authorities) promote the successful improvement in the quality of the residential community at the installation and the quality of life for soldiers and families living on the installation?**

(1) Does the offeror's proposed approach to generating a financial return provide incentives to reward good service and high-quality maintenance over the life of the project?

(2) Does the offeror outline a plan for ensuring that the lowest cost debt is available to the project?

(3) Does the offeror's proposed use of MHPI authorities and implementation of the offeror's concept under OMB scoring rules affect the level or quality of improvements in the housing community?

(4) Does the offeror's financial plan (including debt, equity, fees and MHPI authorities) accurately reflect the risk borne by the various parties?

(5) Does the offeror's financial plan demonstrate an understanding of both the use of capital and the cash flow stream generated by the Basic Allowance for Housing (BAH)?

b. The effect of implementing an offeror's concept under OMB scoring rules will be taken into account by The Army in answering this question and will affect offeror evaluations. However, cost or price will not be the primary determinant of contractor selection.

#### **4.6.8 Organization Capability (On-Site, Installation Specific)**

a. The following questions and elements will aid the Evaluation Team in evaluating the Organizational Capability (On-Site, Installation Specific) factor.

**To what extent will the prospective contractor field a qualified, experienced project team with the expertise and workload capacity necessary to manage all of the disciplines required to develop, redevelop, manage, and maintain a large-scale long-term quality residential community?**

b. More specifically, to what extent will the prospective offeror field a team that possesses the skills necessary to cover all of the disciplines required to successfully implement the CDMP over the long-term and to maintain high levels of quality. Some of these disciplines include: public approvals, community and governmental relations, construction, environmental management, marketing, sales, rentals, historic preservation (architecture, landscape, and archeology) and long-term property management and maintenance.

c. This factor considers the prospective offeror ability to manage and integrate various functional disciplines relevant to the successful implementation of the project. Offeror's should address their joint venture's workload and bonding capacity and how they would successfully incorporate award of this project into their other business operations. In the case of joint ventures, this factor evaluates the organizational capabilities of each member of the joint venture in their assigned areas of responsibility (see Section 4.3.3) and any previous or current third-party certification of such ability. One-page resumes for individual personnel who have been identified as key participants in this project should be included in the hard copy submission but will not count against the 25-page limit.

#### **4.6.9 Small Business Utilization Plan (On-Site, Installation Specific)**

a. The following questions and elements will aid the Evaluation Team in evaluating the Small Business Utilization (On-Site, Installation Specific) factor.

**How will the offeror use small business concerns for this project?**

b. It is Army policy to ensure that small business concerns have the maximum practicable subcontracting opportunity to participate during Phase 2 (implementation of the CDMP). This factor considers the offeror's plan (i.e., illustrative list of work areas) for utilization of small business concerns during Phase 2 of this project, as well as percentage of work or dollars that will be subcontracted to small business concerns.

### **5.0 RFQ ADVISORS**

Representatives from Jones Lang LaSalle, Colliers Seeley International, Inc. and the University of Maryland have been retained to assist The Army in planning



and implementing the RCI program. In addition, the firm of Jones Lang LaSalle is under contract with The Army to assist in planning and implementing the RCI program. Each of these entities and their subcontractors are precluded from working with prospective offerors on their submissions for the RCI Projects.

## **6.0 ADDITIONAL TERMS AND CONDITIONS**

Prospective offerors interested in pursuing this opportunity should also review the provisions set forth in Appendix D of this document and include with their submissions the requested representations and certifications. Depending on the specific terms of the CDMP, the selected contractor may be required to comply with other applicable public laws and regulations as a condition of proceeding with implementation. Clauses required to implement the CDMP will be added or deleted by The Army as appropriate. A glossary of terms, Appendix H, is provided to assist in the preparation of your submissions.

## **7.0 SOLICITATION, OFFER, AND AWARD**

The Army will treat all submissions received in response to this RFQ as offers. If an offer is accepted by The Army, the undersigned agrees to perform all work required in the Work Statement for the project (Section 2.0) and to comply with all other provisions of the solicitation, including all clauses incorporated by reference (see Appendix D). The undersigned further warrants that, to the best of its knowledge and belief, all information provided in this submission is accurate and may be relied on by The Army for the purposes of selecting a contractor for contract award. Prior to acceptance, the respondent may withdraw its submission. However, unless withdrawn by written notice, the offeror agrees to leave its offer open and capable of being accepted by the government for 12 months (365 calendar days) from the date of initial contract award (see Section 2.1.4). The offeror understands that the details of the winning submissions will be the baseline for negotiation of the CDMP with The Army.

**RFQ DACA31-02-R-0005**

**Department of the Army**

Name \_\_\_\_\_ Title \_\_\_\_\_  
(Print or Type)

By: \_\_\_\_\_

Date signed \_\_\_\_\_  
(Signature of person authorized to sign on behalf of the  
U.S. Army)

**Offeror**

Name \_\_\_\_\_ Title \_\_\_\_\_  
(Print or Type)

Firm Name \_\_\_\_\_

By: \_\_\_\_\_

Date signed: \_\_\_\_\_  
(Signature of person authorized to sign on behalf of the  
offeror)

**RFQ DACA31-02-R-0005**

**APPENDIX A  
PART 1A  
FORT BELVOIR, VIRGINIA**

**1.1 SITE DESCRIPTION**

a. Fort Belvoir is located along the Potomac River on 8,656 acres of land located within the Washington, DC Metropolitan Area. Fort Belvoir is approximately 30 minutes south of the Pentagon in Fairfax County, Virginia. The southern portion of the post is bounded on the east, south, and west by the Potomac River. Access to the installation requires use of U.S. Route 1, George Washington Parkway, Telegraph Road, Beulah Street, or Backlick Road. These roads are fairly narrow feeder roads which bring traffic from I-95 or the I-495 Beltway into the Fort Belvoir installation.

b. Fort Belvoir is home to two Army major command headquarters and elements of others: 19 different agencies of the Department of Army; eight elements of the U.S. Army Reserve and the Army National Guard; and 26 DoD agencies. Also located here are a Marine Corps detachment, a U.S. Air Force activity, and an agency from the Department of the Treasury.

c. Fort Belvoir received the 1999 Army Communities of Excellence Award for the best medium-sized installation in the Continental United States. Fort Belvoir has a reputation for being “large enough to serve your needs but small enough to care”.

d. The following web sites provide additional information on the Fort Belvoir community:

<http://www.belvoir.army.mil>

**1.1 FORT BELVOIR HISTORY**

a. Fort Belvoir’s history is interwoven with the birth of our nation, as well as the founding of Fairfax County, VA. Like most land in colonial America, the 8,656-acre tract along the Potomac River that is now Fort Belvoir was part of a grant from a 17th-century English King. The land was handed down through the Culpeper family to Thomas, the sixth Lord Fairfax, who, in 1734 persuaded his cousin, Colonel William Fairfax, to come to Virginia and oversee the family’s holdings.

b. In 1741, Colonel Fairfax built his home on 2,000 acres of what is now much of the South Post peninsula. The mansion sat on a high bluff overlooking the Potomac. Colonel Fairfax named the estate Belvoir, which means “beautiful to see”.

c. One of Colonel Fairfax's sons, George William, was friendly with young George Washington, who, at age 16, came to live with his half-brother at nearby Mount Vernon. George William and his wife, Sally Cary, made Belvoir a center of culture and aristocratic elegance in the Virginia wilderness, and they frequently entertained the wealthy landowners from the nearby plantations. Washington was a frequent guest at Belvoir.

d. Colonel Fairfax died in 1757, and he and his second wife, Deborah, are buried on the estate grounds. George William and Sally returned to England in 1773, and Belvoir was rented until 1783, when it was mostly destroyed by fire. The remainder of the structure was leveled by cannon fire in the War of 1812.

e. The estate remained in private hands, though largely uninhabited, until 1910, when the District of Columbia purchased 1,500 acres for a proposed prison. Local citizens objected to the plan, and the land was transferred to the War Department in 1912. In 1915, engineer troops from Washington Barracks, now Fort McNair, established Camp Belvoir as a rifle range and training camp. The name was changed to Camp A. A. Humphreys in 1917 when a major camp was constructed during an unusually bitter winter to train engineer replacements for World War I.

f. The post was renamed Fort Humphreys in 1922 to indicate its permanent status, and became Fort Belvoir in 1935. From its establishment until 1989, Fort Belvoir was home to the Army's Engineer School, training more than 700,000 officers and enlisted soldiers for service in all major wars and peace-keeping forces worldwide.

g. In 1988, the post was transferred from the U.S. Army Training Doctrine Command (TRADOC) to the Military District of Washington (MDW). In 1989, the last Engineer School class graduated from Belvoir and the school completed its move to its new home at Fort Leonard Wood, Mo. Today, Fort Belvoir provides essential administrative, logistical, and contingency support to the nation's capital and our Armed Forces.

h. In Northern Virginia, history comes to life at countless locations. The area surrounding Fort Belvoir is rich in history from both colonial and Civil War periods.

## **1.2 FORT BELVOIR MISSION**

**a. MISSION:** Fort Belvoir exists to:

- (1) Operate and maintain our installation
- (2) Provide quality installation support and services to our customers
- (3) Execute mobilization requirements, military operations, and contingency/force protection missions.

**b. VISION: OUR VISION OF FORT BELVOIR FOR THE 21<sup>ST</sup> CENTURY IS:**

- (1) A regional center where our customers receive premier support services.
- (2) A superior place to work, train, and live.
- (3) An innovative and professional team that meets the challenges of change, while maintaining harmony with the environment and surrounding communities.

**c. VALUES:**

- (1) Caring
- (2) Teamwork
- (3) Professionalism
- (4) Commitment to Quality
- (5) Consideration of Others
- (6) Innovation "Thinking Out of the Box"
- (7) Stewardship of Community and Environment = "Making a Difference"

**d. GOALS:**

- (1) Develop a motivated, trained, and empowered workforce
- (2) Provide customer - valued services
- (3) Smoothly and aggressively meet the challenges of reduced resources and greater opportunities into the 21<sup>st</sup> century.
- (4) Enhance Fort Belvoir's identity as a good neighbor
- (5) Maintain a Ready Capability to Respond to Contingencies
- (6) Additionally, a Family Housing Market Analysis is currently under way and will be available during Step Two of this solicitation.

**2.0 RCI PROJECT**

a. Fort Belvoir is proposing to partner with the private sector for the purpose of improving the military family housing community, by utilizing the MHPI legislative authorities and implementing The Army's Residential Communities Initiative (RCI) Program.

b. Fort Belvoir currently has 2,070 family housing units, 154 of which are historic. Fort Belvoir's family housing inventory includes single- family detached units, attached single-family units, and multi-family units. Additionally, a Family Housing Market Analysis is currently under way and will be provided during Step Two of this solicitation.

## **2.1 PROJECT VISION AND GOAL**

### **a. VISION:**

- (1) Provide world-class communities and amenities.
- (2) Provide property management services at the highest levels
- (3) Coordinate with both on and off-post stakeholders

### **b. GOALS:**

- (1) Revitalize and / or replace inadequate family housing
- (2) Enhance quality of life and well-being for our military communities
- (3) Continuous improvement
- (4) Increase retention
- (5) All dwelling units will be green within 10 years of transfer of operations

## **3.0 PROJECT SUMMARY**

a. The Fort Belvoir family housing privatization effort promotes quality, world-class housing communities within the military member's housing allowance, less an acceptable allowance for payment of utilities.

b. Fort Belvoir proposes to convey to the selected private partner its entire inventory of 2,070 family housing units. The Army will lease the land on which the existing units are located and any additional installation lands for new or replacement construction identified by the installation. In exchange, the partner will provide for the new construction, reconstruction, or revitalization of the housing and community amenities, as well as the long-term operation, management, maintenance, and rehabilitation of this inventory. This lease term will be for a fifty-year period with a twenty-five year renewal clause.

## **3.1 PROJECT RECAP**

- a. Demolish and replace or revitalize all the inadequate family housing units based on project economics.
- b. Construct 120 additional units on identified parcels of Fort Belvoir land to replace an existing hi-rise apartment on Fort Myer
- c. The housing deficit at both Forts Belvoir and Myer will be addressed, within project economics, with particular emphasis on what build out will be accomplished during the initial development period.
- d. Own, manage, operate, and maintain the entire inventory.
- e. Provide for improved amenities for the soldiers and their families living in the housing.

## **4.0 HOUSING**

**Housing Policy.** Army personnel eligible for assignment to family housing at Fort Belvoir are those assigned or attached for duty at Fort Belvoir that are

accompanied by authorized family members. Additionally, existing family housing policy allows Army soldiers who are assigned to the greater Washington, DC area to apply for family housing at the installation of their choice: Fort Myer, Fort McNair, Fort Belvoir, Fort Meade, Fort Detrick, or the Walter Reed Army Medical Center. The Basic Allowance for Housing may vary for military members housed on Fort Belvoir, even for members of same pay grade, depending on the location of the military member's primary duty station.

#### **4.1 Fort Belvoir Population**

The following tables depict current family housing demographics and potential revenue based on Basic Allowance for Housing (BAH) rates for calendar year 2002.

**Table A-1. Estimated Monthly Earnings Potential – Current Inventory**

**Family Housing.** Fort Belvoir's on-post family housing inventory, which is the focus of this RFQ, is detailed below. Family housing, for the most part, is attractively located in neighborhood settings convenient to installation facilities and often within walking or biking distance from work. This table shows the actual assignment of existing family housing as of January 17, 2002. On this date, 224 housing units were vacant for various reasons, including the third phase of housing renovation in Dogue Creek Village. For the vacant units, the chart uses the ranks of the last military members housed in those units. This chart also shows the monthly rental income the developer could expect from Fort Belvoir, based on current BAH rates and a 100% occupancy rate. The actual BAH stream will vary over time based on the pay grade of the person who resides in the unit and the actual achieved occupancy rate.

<b>Pay Grade</b>	<b>BAH Rate</b>	<b>One Bedroom</b>	<b>Two Bedroom</b>	<b>Three Bedroom</b>	<b>Four Bedroom</b>	<b>Five Bedroom</b>	<b>Total Units</b>	<b>Potential Monthly Income</b>
<b>E-1</b>	\$1,185	3	16	1	-	-	20	\$23,700
<b>E-2</b>	\$1,185	6	31	4	-	-	41	\$48,585
<b>E-3</b>	\$1,185	14	41	14	2	-	71	\$84,135
<b>E-4</b>	\$1,185	22	195	79	30	-	326	\$386,310
<b>E-5</b>	\$1,265	9	192	153	80	-	434	\$549,010
<b>E-6</b>	\$1,546	1	124	176	103	-	404	\$624,584
<b>E-7</b>	\$1,651	-	8	231	130	-	369	\$609,219
<b>E-8</b>	\$1,766	-	-	36	24	-	60	\$105,960
<b>E-9</b>	\$1,887	-	-	24	12	-	36	\$67,932
<b>WO-1</b>	\$1,548	-	1	7	-	-	8	\$12,384
<b>O-1</b>	\$1,297	-	2	2	-	-	4	\$5,188
<b>O1-E</b>	\$1,673	-	-	1	-	-	1	\$1,673
<b>WO-2</b>	\$1,698	-	-	21	3	-	24	\$40,752
<b>O-2</b>	\$1,540	-	-	2	-	-	2	\$3,080
<b>O2-E</b>	\$1,816	-	1	-	-	-	1	\$1,816
<b>WO-3</b>	\$1,837	-	-	22	2	-	24	\$44,088
<b>O-3</b>	\$1,832	-	1	78	10	-	89	\$163,048
<b>O-3E</b>	\$1,918	-	1	5	1	-	7	\$13,426
<b>WO-4</b>	\$1,906	-	-	3	2	-	5	\$9,530
<b>O-4</b>	\$2,020	-	-	29	27	-	56	\$113,120
<b>WO-5</b>	\$1,986	-	-	-	-	-	-	\$ 0
<b>O-5</b>	\$2,150	-	-	8	14	-	22	\$47,300
<b>O-6</b>	\$2,167	-	-	1	37	-	38	\$82,346
<b>O-7</b>	\$2,193	-	-	1	7	20	28	\$61,404
<b>TOT.</b>	<b>N/A</b>	<b>55</b>	<b>613</b>	<b>898</b>	<b>484</b>	<b>20</b>	<b>2070</b>	<b>\$3,098,590</b>



**Table A-2. Historic Annual Occupancy Rates at Fort Belvoir**

a. The following table depicts the average annual occupancy rate experienced at Fort Belvoir over three calendar years from 1998 – 2000. The table also includes housing occupancy as of January 17, 2002.

Year	Inventory	Avg Units Occupied	Avg Annual Occupancy Rate
CY 1998	2070	1826	88.22%
CY 1999	2070	1887	91.24%
CY 2000	2070	1856	89.47%
Average	2070	1856	89.64%
Jan 17, 2002	2070	1846	89.18% (single day rate)

b. **Single Soldier Housing.** Accommodations for single, permanently assigned personnel resemble college dormitories in the private sector. Each unit contains a bedroom, living area, private or shared bath. Some units also have kitchenettes.

c. **Hotel-style Accommodations.** Transient lodging units accommodate the needs of short-term visitors, usually military members or civilian employees on temporary duty at Fort Belvoir. Some units are reserved primarily for the use of military families relocating to and from other installations. These units are located in a facility managed like a small, self-supporting hotel, which takes care of short-term family housing needs.

d. **Off-Post Housing Accommodations.** Fort Belvoir's Community Home-finding, Relocation, and Referral Services (CHRRS) helps take the hassle out of finding family and bachelor housing accommodations off-post. Under the "set-aside" housing program, military members can rent from participating apartment complexes without paying a security deposit or being subject to a credit check or minimum income requirements. The CHRRS assists military members, their families, and DoD civilians moving to Fort Belvoir and surrounding areas in securing adequate off-post living accommodations. The provision of these services are expected to be assumed by the selected developer.

## **4.2 EXISTING INSTALLATION AND COMMUNITY FACILITIES AND SERVICES**

a. **Health Care.** Fort Belvoir provides outpatient care, emergency services, specialty care, and TRICARE medical services at DeWitt Army Community Hospital. The hospital is the only military inpatient facility in northern Virginia and operates a 24-hour emergency room. DeWitt Army Community Hospital is a 51-bed hospital with an Intensive Care Unit, Medial Surgical Ward, and Delivery. The hospital, a partner of Walter Reed Army Medical Center, is a component of a

larger, integrated health care system offering access to the most sophisticated, high-tech specialty care.

**b. Recreation.** On Fort Belvoir, recreational services include an automotive shop, bowling center, North Post Golf Course, South Post Golf Course, Van Noy Library, youth services, Sosa Community Center, the Benyaurd Indoor Pool, equipment issue center marina, body shop, archery center, the Graves Fitness Center, and Specker Field House.

**c. Child Development Services.** Child Development Services provides center-based, family housing-based, and supplemental childcare programs for children of ages six weeks to twelve years. Full-day care is provided up to 11 1/2 hours per day. Hourly care is provided for children attending on an intermittent basis, up to 25 hours per week.

**d. Schools.** Fort Belvoir Elementary School opened its doors in September 1998. Part of the Fairfax County Public School System, the school is a state-of-the-art facility that enrolls more than 1300 students in kindergarten through sixth grade. Within the 136,000 square-foot facility, there are four color-coded instructional wings with 57 classrooms and numerous resource activity spaces. Middle and High School students attend school off-post at Walt Whitman Middle School and Mount Vernon High School. Both schools are located within a few miles from Fort Belvoir and school buses are provided by the Fairfax County Public School System.

**e. Religious Facilities.** Fort Belvoir provides a wide variety of family life and religious services. The chapels on Fort Belvoir can accommodate religious services of all kinds, such as prayer, weddings, funerals, and counseling and religious services for all faiths.

**f. Retail Stores.** An appropriate size (136,000 square-feet) shopping center complex, near the center of Fort Belvoir, hosts the Army and Air Force Exchange (AAFES) store and a variety of concessions and a food court providing food service from Anthony's Pizza, Taco Bell, Frank's Franks, Robin Hood, Burger King, and Sweet Reflections. The shopping center complex features an expanded selection of shoes and clothing for the entire family, an electronics department, gourmet food section, and expanded gift shop and customer service center. The concourse includes a barber shop, beauty shop, flower shop, optical shop, art and framing store, dry cleaners, a pharmacy annex, and ever changing concession stands

**g. Commissary.** A new commissary was recently built to accommodate the demands of military members and retirees in the area. The Fort Belvoir Commissary offers a wide variety of fresh meats, produce, grocery, fresh seafood, in-store bakery, and delicatessen items. As the Defense Commissary Agency's premier store, state-of-the-art features include 32 checkout lanes with credit card transaction capability, electronic price labels, and an ATM machine in

the lobby. The Commissary operates seven days a week and offers convenient shopping hours with late night hours during the week.

**h. Fort Belvoir Museum.** The purpose of the Fort Belvoir U.S. Army Museum is two-fold: to collect, preserve, study, and exhibit military artifacts, particularly those items related to Fort Belvoir and the U.S. Army. The museum also provides educational services to military members and their families, civilian employees, military retired population, and the interested general public.

**i. Youth Services.** The Youth Services Program was established at Fort Belvoir to provide meaningful, organized, leisure-time activities for youths. Youth Services is responsible for developing coordinated sports, social, educational, and recreational programs for children grades 1 through 12. These services and activities are designed to meet the recreational interests and needs of the installation's young people and to assist in preparing them for responsible citizenship.

### **4.3 INFRASTRUCTURE**

a. Fort Belvoir has privatized some its utility systems and services. As of September 2001, Fort Belvoir utility systems and services are as follows:

- (1) Electric – Government owned, planned privatization
- (2) Gas - Privatized, owned and operated by Washington Gas
- (3) Steam Heat - Energy Savings Performance Contract with Viron / PEPCO
- (4) Water - Government owned, Dyncorp is the current contractor for maintenance and repair, planned privatization
- (5) Sewer - Government owned, Dyncorp is the current contractor for maintenance and repair, planned privatization
- (6) Refuse Collection - Dyncorp is the current contractor. Contract is for one year with four-one year options. The installation has entered their second option year. Pick-up schedule includes two times per week for trash and two times per week for bulk items.
- (7) Recycling – Contracted. Yearly competed. Pick-up schedule is one time per week.
- (8) Fire Protection – Government provided
- (9) Police Protection – Government provided

## **5.0 BUILDING GUIDELINES AND CONDITIONS**

### **5.1 Installation Building Guidelines**

**a. Development Plans.** Developers are encouraged to use their ingenuity, creativity, and innovation in the planning and development process. However, they are expected to propose plans that are compatible with existing architectural and design guidelines.

**b. Architectural Style.** Most of the family housing at Fort Belvoir was constructed in the late 1950s and early 1970s, and the homes have the architectural style typical of those periods. Replacement housing should be constructed in accordance with modern styles and accepted industry standards, such as family rooms, separate laundry areas, adequate storage space, and more amenities.

**c. Height.** No new or altered building may be higher than three stories, or 44 feet as measured from the ground to the highest point on the roof ridge. Generally, two stories are recommended but three stories units may be acceptable; the preferred is single story.

## **5.2 OTHER CONDITIONS**

**a. Jurisdiction.** Fort Belvoir will maintain exclusive federal jurisdiction over the real estate within the boundaries of the installation or, at a minimum, within the boundaries of the existing and new family housing areas.

**b. Development in Industrial Areas.** Construction of family housing residences will not be allowed in the installation's industrial or training areas. Fort Belvoir may consider construction of housing-related administration and maintenance facilities in the industrial areas.

**c. Americans with Disabilities Act.** The CDMP to be crafted must meet the requirements of this act. At Fort Belvoir, it is projected that ten percent of the units to be replace plus the additional units to be constructed will need to be handicap accessible or easily modifiable to be accessible to meet the requirements of the Americans with Disabilities Act. The actual number will be agreed upon between the developer and the government during the CDMP process. Special consideration will be given to the specific need of the populations at Fort Belvoir.

**d. Fire and Police Protection.** The Army will provide fire and police protection for Fort Belvoir Housing Areas. The partner shall adhere to Fort Belvoir requirements concerning physical security of facilities.

**e. Escrow Accounts.** The selected partner is to establish the following escrow accounts, as a minimum. These accounts would require the signature of the selected partner and the Garrison Commander or his representative prior to withdrawal of funds.

- a. Capital repair and replacement
- b. Deferred maintenance and repair
- c. New construction and historic preservation
- d. Reserves
- e. Incentive Performance

**f. Installation Controls.** The following controls will be retained by the installation:

- a. Security of the installation
- b. Fire and Police Protection
- c. Authority to withdraw authorization to reside on-post
- d. Authority to negotiate use of escrow accounts with partner
- e. Housing grade categories and designation of housing
- f. Designation approval of key and essential positions

**g. Rent Methodology.** The maximum allowable income to be derived from occupancy of family housing is not to exceed the sum of the on-post military member's basic housing allowances, less an amount sufficient to cover average utility usage. Military members are not expected to expend out-of-pocket funds to reside in family housing provided by the developer, as long as their utility consumption is not such that it exceeds the amount set aside to cover average utility usage. Rental adjustments will be linked to the Basic Allowance for Housing with appropriate controls.

**h. Anti-Lobby Act.** The developer must comply with the requirements established by the Anti-Lobby Act.

**i. Community Amenities.** Community amenities are those generally provide in a typical housing development such as community centers, child-care centers, playgrounds, ball fields, tennis courts, swimming pools, jogging trails and other recreational facilities. The developer is to provide such amenities as part of the replacement and construction portion of the project. The developer may help operate, maintain and staff these facilities in collaboration with existing government programs or to augment such programs.

**j. Storage Facilities.** Typically, military families accumulate items from around the world that require storage and accessibility, more so than the typical American family. The developer is to provide adequate storage facilities in or near the family housing units or at a central location within the installation. If a central location is proposed, the Government shall provide the necessary land for construction of such facilities.

**k. Mandatory Assignments.** Fort Belvoir will not impose mandatory assignments or utilization of the facilities and services provided by the developer.

**l. Construction Sites.** Fort Belvoir will identify adequate and appropriate land on which the developer will commence construction. A construction Site Feasibility study will be provided during the development of the business and financial plans.

**m. Metes and Bounds.** Fort Belvoir will identify housing areas and surrounding available land within the housing areas to accommodate revitalized

neighborhoods. A metes and bounds survey will be conducted and will be provided during the development of the Community Development Master Plan.

**n. Historic Housing.** Rehabilitation work requires close coordination with the State Historic Preservation Office (SHPO) through the Fort Belvoir Environmental Office. Typically, historic housing units are those on the National Register for Historic Places, eligible for registration, or located in a designated historic district. A Programmatic Agreement will need to be developed and executed by Fort Belvoir, SHPO, and the developer to govern the management, operation and rehabilitation of these structures. The Army has manuals and guidelines that apply to these considerations and copies of these will be made available.

**o. Installation and Facility Access.** Fort Belvoir controls access to the post. Presently, all vehicles are required to submit to ID check prior to entry.

Access to installation facilities, including family housing units, is generally limited to military members, their families and visitors, DoD civilians and DoD contractors. To a limited extent, the public may be authorized access to other community facilities. On a case-by-case basis, Fort Belvoir and the developer may establish the conditions that may limit or extend access to community facilities.

**p. Environmental Issues.**

a. Fort Belvoir's family housing areas and grounds proposed for this initiative are thought to be suitable for the intended development. An Environmental Assessment and Environmental Baseline Study are currently being revised and will be available to the developer during the formulation of the CDMP.

b. An Environmental Assessment (EA) of the CDMP will be required prior to the implementation of the project. The EA will be developed in conjunction with the preparation of the CDMP, and will comply with the provisions of the National Environmental Protection Act (NEPA). The partner will be responsible for the payment of all costs associated with performing any necessary additional environmental studies to prepare the CDMP or to obtain project financing.

c. When most of the family housing units were constructed, asbestos-containing materials and lead-based paint were widely used. These materials are still present and will require appropriate and legal abatement during renovation or demolition work. Construction is allowed after reviewing encumbrance restrictions and conditions and obtaining all applicable permits for construction activities. For example, general encumbrances may involve securing digging permits for subsurface mechanical construction or exploration activities.

**q. Condition of Property Title.** The United States holds fee title to the property upon which the existing family housing is located and to the lands upon which any new family housing may be constructed.

**APPENDIX A  
PART 1B  
FORT BELVOIR, VIRGINIA**

**1.0 FAIRFAX COUNTY**

- a. Fairfax County was established in 1742 and named after Thomas, the sixth Lord Fairfax. Located just 10 miles southwest of Washington, DC, the county covers 399 square miles and has major shopping hubs, national parks, a wide variety of restaurants and popular cultural attraction within its boundaries.
- b. As the home of patriot farmers George Washington and George Mason, Fairfax County has rural roots. As recently as the 1950s it was the leading dairy producing county in the Commonwealth of Virginia. Now it is a world center of commerce and trade and the technology hub of the U.S. East Coast. More than 4,000 technology companies have offices here, including leaders in aerospace, e-commerce, internet services, software development and telecommunications. It the home of Internet, with more than half of the world's Internet traffic crossing Northern Virginia's borders daily.
- c. Fairfax County has led the transformation of the Washington Area into a technology hub. The Washington Area has more technology companies and technology workers than any other region in the U.S., according to a 1999 study commissioned by the Greater Washington Initiative. Fairfax County has the largest number of jobs (517,734) and the largest labor force (532,000) in the Washington Area. Also, the county has the highest median household income (\$90,937) in the U.S.
- d. Fairfax County enjoys an abundance of attributes that make it one of the most desirable places in the U.S. to work, live, and play. These attributes – its diversified and dynamic business base, highly trained workforce, competitive tax structure, historically low unemployment rate, thriving transportation network, extensive fiber network, historic attractions, broad cultural and recreational opportunities and high quality of pubic service – are the lifeblood of any thriving technology community. Also, thousands of firms have opened their doors in the past decade to take advantage of the county's excellent public schools, colleges and universities; strategic access to Washington, DC; Dulles and Reagan Washington National Airports and near-by Baltimore-Washington International Airport; high-quality commercial real estate; well-maintained and diverse residential communities.

### **1.0.1 Thriving International Business Location.** Fairfax County is home to:

- a. Approximately 4,000 technology companies – one of the highest concentrations in the United States – employing more than 100,000 people;
- b. More than 90.5 million square feet of office space – fifth largest inventory of office space in the U.S.;
- c. An educated and skilled labor force number more than 532,000 people;
- d. A growing core of Internet backbone and service providers that routes more than half the world's Internet traffic; and,
- e. An outstanding quality of life with a public school system consistently ranked one of the nation's best.

**1.0.2 Transportation Services.** Interstates 94, 495, and 66 provide primary road access to the county. Washington Dulles International Airport – the second largest transatlantic gateway and third largest East County gateway to the Pacific Rim is located in the northwestern part of the county. Reagan National Airport is also close by. Amtrak, Amtrak Autotrain, Washington Metrorail and Virginia Railway Express also keep people moving into and around the region. The Metro has three lines and 10 stops in Fairfax County.

## **2.0 Fairfax County Labor Demographics.**

Description	Amounts
Number of Jobs	517,734
Civilian Labor Force	532,775
Labor Force Working In County	51%
Unemployment Rate (1999 annual average)	1.6%
Median Household Income (2000)	\$90,937
Per Capital Income (Fairfax County - 2000)	\$39,495
Per Capital Income (Virginia - 2000)	\$23,702
Per Capital Income (USA – 2000)	\$22,433
Number of Person Per Household	2.7
Median Age (1998)	37
Labor Force Participation, Females Age 16+	73.2%
Labor Force Participation, Males Age 16+	85.6%



### **Fairfax County Population Growth Data.**

<b>Year</b>	<b>Amount</b>
<b>1990</b>	<b>818,584</b>
<b>2000</b>	<b>968,225</b>
<b>2005</b>	<b>1,045,417</b>
<b>2010</b>	<b>1,112,943</b>
<b>2015</b>	<b>1,155,632</b>
<b>2020</b>	<b>1,184,079</b>
<b>2025</b>	<b>1,203,666</b>

### **Fairfax County Public Schools Data.**

131	Elementary Schools
21	Middle Schools
3	Secondary Schools
21	High Schools
27	Special Education Schools/Centers
31	Alternative Schools
234	Total Schools
57,917	Enrollment
\$8,553	Average Cost Per Student
94%	Post-Secondary Education
84%	Seniors taking SATs (Virginia 69% - U.S. 42%)
1,094	Average SAT Score (Virginia 1,007 – U.S. 1,016)

**APPENDIX B  
PART 2A  
FORT EUSTIS**

**SITE DESCRIPTION AND HISTORY OF FORT EUSTIS, ECONOMICS OF THE VIRGINIA PENINSULA, AND REGIONAL DEVELOPMENT ISSUES**

**1. SITE DESCRIPTION**

a. Fort Eustis is located on the Peninsula in Virginia's tidewater region, its 8,228 acres bounded on the north and east by the City of Newport News and on the west and south by the James River. Table 4-1 provides physical statistics on Fort Eustis. It is one of seventeen U.S. Army Training and Doctrine Command (TRADOC) installations, and the home of the Army's Transportation Center and School. Fort Eustis is one of the 15 principal power projection platforms for the United States Army

**Table 4-1: Physical statistics  
Fort Eustis, Virginia**

<b>Statistic</b>	<b>Measure</b>	
Acres	8,228	acres
Training	1,266	acres
Ranges	175	acres
Rail	23	miles
Pier	1,000	foot
Airfield	349	acres
Troop Housing	2,371	spaces
Family Housing	953	units
Paved Roads	106	miles

**Source: *Fort Eustis Facts and Figures FY99***

b. Several other significant organizations are located at Fort Eustis, including the Army Aviation Logistics School (USAALS); the 7th Transportation Group (7th Group); the Military Traffic Management Command, Deployment Support Command (MTMC-DSC); the Army Training Support Center (ATSC); and the Aviation Applied Technology Directorate (AATD), as well as a substantial U.S. Army Reserve component. The unique facilities at Fort Eustis - the Third Port, the rotary aircraft simulators, the landship and the Hagglund Crane - allow the installation to conduct training and to perform missions possible only at Fort Eustis.

## **1.1 HISTORY**

a. In colonial days, the peninsula on which Fort Eustis now sits was the site of Mulberry Island, a plantation belonging to Virginia pioneer John Rolfe, husband of Indian Princess Pocahontas.

b. On March 7, 1918, the Army bought Mulberry Island and the surrounding acreage in response to World War I. Camp Abraham Eustis was established as a coastal artillery replacement center for Fort Monroe and as a balloon observation school. It was named for Brevet Brigadier General Abraham Eustis, the first commanding officer of Fort Monroe.

c. Camp Eustis became Fort Eustis and a permanent military installation in 1923, and was garrisoned by artillery and infantry units until 1931, when it became a federal prison, primarily for bootleggers. Prohibition's repeal forced a prisoner decline and the post was taken over by various other military and non-military activities.

d. Fort Eustis was reopened as a military installation in August 1940 as the Coast Artillery Replacement Training Center. In 1946, Fort Eustis became home to the newly-formed Transportation School which relocated from New Orleans. Training in rail, marine, amphibious operations and other modes of transportation were consolidated at Fort Eustis.

e. The adjacent Hampton Roads harbor served as a military port of embarkation during the Spanish-American War, as well as both World Wars. Port facilities, camps and other military installations sprang up around the area and contributed greatly to the growth of the city. During World War II, Newport News was the third largest port of embarkation in the country.

f. In 1958, the City of Newport News doubled in size by consolidating with the former City of Warwick. The military is still an important component of the economy and culture of the peninsula, as more installations are now found in this city than in any equal area of the country.

g. Because of the long history the military has played in the region, the influence the military has on the local economies, and the mutual interests of the installation and city, planning personnel at Fort Eustis and Newport News work closely to ensure the continued prosperity of both.

## **1.2 ECONOMICS OF THE REGION**

With eight major military commands in the region, the military spends seven billion dollars in the area each year. Defense installations comprise 33% of local employment. Approximately 4,300 civilians and 8,400 military personnel work and live at Fort Eustis. Community support extends to approximately 8,200

family members, of whom approximately 1,400 are school age, and to 11,800 retirees.

### **1.3 REGIONAL DEVELOPMENT ISSUES**

a. Several regional development issues will affect current and future development at Fort Eustis. Because Fort Eustis is completely surrounded by water and urbanized areas, expansion of the reservation outside of its current boundaries is very restricted. The installation is working closely with the City of Newport News on several joint development issues. A second access road to the installation from the city will connect to Madison Avenue at Sternberg Street. This will ease the traffic burden on the main gate and Hines Circle, and provide greater access to support mobilization and deployment. A new community elementary school, to be operated by the Newport News Public School System, will be built on the northeast corner of the intersection of Pershing and Madison Avenues.

b. The following websites provide additional information on the communities and organizations around Fort Eustis:

(1) U.S. Army Transportation Center Home Page:  
<http://www.eustis.army.mil/>

(2) Fort Eustis Summary Development Plan: <https://dpw-web.eustis.army.mil/SDP/index.htm>

(3) City of Newport News Home Page: <http://www.newport-news.va.us/entrance/main.htm>

(4) AAFES Home Page: <http://www.aafes.com/>

### **2.0 FORT EUSTIS – MISSION**

The primary mission of Fort Eustis is as home of the Army's Transportation Center, the Transportation School, and the Aviation Logistics School. Other missions at Fort Eustis include TRADOC's Deployment Process Modernization Office (DPMO); 7th Transportation Group; the Army Training Support Center (ATSC); AMC Aviation Applied Technology Directorate (AATD); MTMC Operations Center; and the U.S. Transportation Command's Joint Deployment Training Center (JDTC).

### **2.1 VISION STATEMENT & GOALS**

The U.S. Army Training Center (USATC) Action Plan describes the installation vision and goals, the desired end-state for USATC and Fort Eustis.

## USATC GOALS

- a. **TRAINING:** Provide the Army the best-trained soldiers and units by operating the premier schools and facilities.
- b. **INSTALLATION SUPPORT AND POWER PROJECTION:** Develop and maintain a world-class support base for assigned and tenant activities. Provide a responsive power projection platform that can deploy forces quickly and efficiently and can support deployed forces as required.
- c. **QUALITY OF LIFE:** Provide soldiers, civilians, families, retirees and visitors the best quality of life facilities services and programs in the Army.

## 3. RCI PROJECT

Fort Eustis is proposing to partner with Fort Story, Fort Monroe, and the private sector for the purpose of improving the military family housing community, utilizing applicable legislative authorities and the provisions of the Army's Residential Communities Initiative (RCI) Program. Although not contiguous, Forts Eustis, Story, and Monroe will all be grouped as one project in the Fort Eustis Community Development Management Plan (CDMP).

### 3.1 PROJECT VISION AND GOAL

- a. Vision
  - (1) Provide high-quality communities/neighborhoods and amenities considering the principles of New Urbanism
  - (2) Provide all services at the highest levels
  - (3) Coordinate and have buy-in of both on/off post stakeholders
- b. Goals
  - (1) Revitalize and/or replace old and inadequate family housing
  - (2) The deficit will be addressed, within project economics; with particular emphasis on what build out will be accomplished during the initial development period.
  - (3) Enhance quality of life and well being for our military communities
  - (4) Continuous improvement
  - (5) Increase retention
  - (6) All dwelling units will be green within 10 years of transfer of operations

### **3.2 PROJECT SUMMARY**

a. The Fort Eustis family housing privatization effort promotes quality, first class housing communities within the military member's housing allowance, less an amount sufficient to cover average utility usage.

b. Fort Eustis proposes to convey to the selected private partner its entire inventory of 952 family housing units and lease the land on which the existing units are located and additional installation lands for new and replacement construction. In exchange, the partner will provide replacement housing, community amenities, new construction, demolition, long-term operation, management, maintenance, and rehabilitation of existing family housing. This project will be for a fifty-year period with a twenty-five year renewal clause.

c. Additionally, a Family Housing Market Analysis is currently under way and will be available during to Step Two of this solicitation.

### **3.2 PROJECT RECAP**

- a. Demolish and replace or revitalize 952 family housing units at Fort Eustis based on project economics.
- b. Address the identified family housing requirement, with particular emphasis on the deficit build out that will be accomplished during the initial development period
- c. Own, manage, operate, and maintain the entire inventory.
- d. Provide for improved quality of life amenities for the soldiers and their families living in the housing.

### **3.3 FINANCIAL FEASIBILITY**

Fort Eustis has not completed a financial feasibility analysis for a privatization effort in which the partner assumes ownership of the existing family housing units and a leasehold interest related underlying land, and constructs additional new family housing units.

## **4. CURRENT INVENTORY AND SHORTFALL OF FAMILY HOUSING**

Fort Eustis currently has an inventory of 952 family housing units, built between 1941 and 1962, scattered throughout several areas of the post. The tables below show current family housing assets and a breakout of assets by grade and number of bedrooms.

**CURRENT FAMILY HOUSING ASSETS  
FORT EUSTIS, VIRGINIA**

Area Name	2 Bedroom	3 Bedroom	4+Bedroom	Total	Acres
Inchon Village	-	213	-	213	17.3
Cherbourg Village	-	101	-	101	10.9
LeHavre Village	-	56	4	60	88.0
St Nazaire Village	12	14	-	26	5.6
Okinawa Village	52	327	8	387	46.0
Marseilles Village	-	99	-	99	11.2
New Port Village	-	23	-	23	14.0
Antwerp Village	-	39	-	39	40.9
Camellia House	-	-	1	1	N/A
Big Oak Farm	-	-	1	1	N/A
Azalea House	-	-	1	1	N/A
Magnolia House	-	-	1	1	N/A
Total existing	64	872	16	952	153.9

**SOURCE: FORT EUSTIS FAMILY HOUSING**

**MILITARY FAMILY HOUSING UNITS BY GRADE  
SEGMENT AND BEDROOMS  
FORT EUSTIS, VIRGINIA**

Area Name	2 Bedroom	3 Bedroom	4+Bedroom	Total
Officers	0	108	8	116
O6+	0	9	4	13
W4-O5	0	43	0	43
W1-O3	0	56	4	60
Enlisted	64	764	8	836

E7-E9	0	224	0	224
E4-E6	52	533	8	593
E1-E3	12	7	0	19
TOTAL	64	872	16	952
SOURCE: FORT EUSTIS FAMILY HOUSING				

## 5.0 COMMUNITY SUPPORT FACILITIES

**Military Family Housing** – The Family Housing Office assists military members in securing housing on and off post. Fort Eustis has a total of 952 family housing units.

**Billeting Facilities** – Fort Eustis is currently planning a new lodging facility with operations similar to an off-post hotel. Billeting accommodates the needs of short-term visitors, usually military members or civilian employees on temporary duty at Fort Eustis.

**Schools** – City of Newport News has just completed design for a new elementary school to be located near the Child Development Center, north of the 1700 block. The capacity of the school will be approximately 600 students, which is sufficient for the elementary-school aged children at Fort Eustis. Project is set to begin construction in the spring of 2002.

**Health Care** – McDonald Army Community Hospital (MACH) is one of three service hospitals in the Tidewater area of Virginia that participates in a DoD managed-care initiative, TRICARE. MACH is primarily responsible for providing care to 51,000 beneficiaries of the TRICARE system. The Dental Activity (DENTAC) provides comprehensive dental care to approximately 15,000 active duty personnel and 112,500 family members and retirees.

**Recreation** – The Morale, Welfare and Recreation (MWR) program is a quality-of-life program that directly supports readiness by providing a variety of community, soldier and family support activities and services. Included is social, fitness, recreational, educational, and other activities that enhance community life, foster soldier and unity readiness, promote mental and physical fitness, and generally provided a working and living environment that attracts and retains quality soldiers. Every facility is for the enjoyment of service members, civilian employees, their families and authorized guests. Some notable recreation facilities on Fort Eustis include: the Aquatic Center, which features a competition pool and water park pool, a fitness room and snack bar; the Pines Golf Course, a 27-hole course constructed in and around a pine forest; the Outdoor Recreation Facility, recently renovated, offers a sporting goods store, boat and RV rentals, restaurant/snack bar, picnic areas, and horse stables. The Family Mini-Park includes a Go-Kart track, batting cages, miniature golf course and paintball.



**Child Development Services (CDS)** – CDS programs support early development through art, music, field trips, stories, and games. CDS staff is committed to excellence in early childhood programs.

**Adult Education** – Fort Eustis is currently constructing a new consolidated learning center located at the corner of Madison and Lee Streets.

**Chapels and Religious Facilities** – Fort Eustis offers a comprehensive program of religious education, worship services, family counseling, and troop ministry at its three chapel facilities. The Regimental Memorial Chapel of the Transportation Corps, Bldg 923, is the hub of religious activities on post.

**Auto Craft Center** – The auto-crafts shop in Bldg 660 has 22 inner service bays and a welding/machine shop. Customers may rebuild their own engines and transmissions, or bring their vehicles in for service by skilled mechanics working at the center.

**Post Exchange** – The Main PX shopping center, bldg 1386, is a one-stop shopping complex that includes a food court, specialty shops and barber/beauty salon services. Near the PX is the Commissary and a retail cluster that includes Dunkin Donuts, Enterprise Rentals, and the Shoppette/Class Six stores.

**The Army Transportation Museum** – The museum is located just inside the main gate area.

**Youth Services** – a new youth services facility, bldg 457, offers many varied programs to all youth in Grades 1 through 12. Activities include trips, parties, special events, recreational sports, and other events within program areas of life skills, citizenship, leadership, leisure and recreation, fitness, mentoring, intervention and support services.

## **6.0 UTILITIES AND COMMUNICATIONS**

Utilities and communications systems at Fort Eustis are generally sufficient in capacity, although several systems are aging and will require upgrading and/or replacement in the near future. The primary utilities systems (water, electrical and waste water) are currently being studied for privatization in a separate initiative. The natural gas distribution lines are presently owned by Virginia Natural Gas.

## **Electrical**

Electrical service is provided by the Virginia Power Company. While Virginia Power can provide sufficient power, the electrical distribution system is aging and in need of upgrade. The Study of the Post-Wide Power Distribution System, conducted by HD Manesh and Associates, December 1996, provided the following major observations in regards to the electrical distribution system:

Repair and replacement of the existing overhead electrical distribution system should begin as soon as possible. The existing system is 30 to 40 years old and can no longer carry the required load. Additionally, load that cannot be transferred when required for outages and maintenance, and feeders to areas of future growth have insufficient capacity. The result is a system that is not only insufficient for present needs, but for future needs as well.

Delaying the repair and replacement of the current system will result in increased annual maintenance costs.

A single well-planned design will provide a better future system and will be more cost-effective than several smaller designs.

A voltage upgrade from 13.2 KV to 34.5 KV will incur an excessive cost, and will provide no significant advantage.

In order to keep costs down, areas such as housing, were selected that would most benefit from an underground distribution system, which is more reliable. The study provided a four-phased plan to completely upgrade the electrical distribution system at Fort Eustis, with a total cost of approximately \$23 million.

## **Water**

Water service is provided by Newport News Water Works. The capacity of the existing system is sufficient for current and projected needs, but the pipes are 30 to 40 years old and deteriorating. Fort Eustis has several area plans for trunk line replacement.

## **Sanitary Sewer**

Fort Eustis joined the Hampton Roads Sanitation District (HRSD) in December 1999, which meets all current and projected needs. All conveyance pump station and force mains at Fort Eustis are owned by HRSD.

## **Storm Sewer**

Fort Eustis currently has 79 storm sewer outfalls and several storm water retention ponds.

## **Gas**

Natural gas is provided by Virginia Natural Gas (VNG). VNG owns the natural gas distribution system on Ft. Eustis. The system is adequate to support all currently known requirements and sufficient for all future needs.

## **Steam**

Fort Eustis has recently completed a modernization of 13 central steam plants. The systems are adequate to support all currently known requirements.

## **Communications**

The Directorate of Information Management (DOIM) manages and maintains all cable distribution systems on Fort Eustis that provide network backbone or Administrative Telephone Service (ATS) support.

Cable distribution systems extend to approximately 95% of the installation cantonment area. Cable distribution facilities, in general are in good state of repair throughout the installation systems. DOIM is concerned about the condition of the access manhole systems, many of which are eroding.

Existing telephone switch support is provided from the Fort Eustis Dial Central Office.

The Directorate will implement a fiber optic Common User Integrated Technology Network (CUITN) that will replace routed networks and infrastructure with an Asynchronous Transfer Mode (ATM) switched network. This modernization effort supports installation goals and objectives.

The DOIM is confident it can meet current needs, and is able to respond to future requirements.

## **7. 0 INSTALLATION BUILDING GUIDELINES**

**7.1** Partners are encouraged to use the ingenuity and innovation in the planning and development process. However, they are expected to propose plans that are compatible with modern styles in the local community and accepted industry standards.

Some of the major deficiencies of the existing units include:

- a. Units lack one full bathroom upstairs

- b. Units lack laundry room (washer/dryer now in kitchen)
- c. Units lack eat-in kitchen
- d. Insufficient area or room dimensions
- e. Conduit, cable TV exposed on exterior
- f. Roof coverings in poor condition
- g. Some units have plywood siding and two types of siding on gable ends, color of siding is dated. .
- h. Electrical systems do not meet current codes
- i. No covered parking
- j. No cover at back door
- k. Some streets do not have curb and gutter

## **7.2 Fort Eustis Land Use**

a. The Fort Eustis land use plan shows Family Housing primarily along the eastern perimeter of the cantonment and industrial, maintenance and training type facilities in the central and western parts of the cantonment. Most of the land use adjacencies on Fort Eustis are compatible, but the following adjacent land use conflicts are noted:

(1) There are several instances of maintenance facilities adjacent to Family Housing, including the southern border of Okinawa Village; and eastern border of LeHavre Village and the northern border of Marseilles Village. With rail operations being brought to a standstill the northern border of New Port Village, adjacent to the railroad maintenance facility (Building 2750) is a minor conflict.

## **7.3 Fort Eustis Installation Design Guide**

The Installation Design Guide (IDG) is a manual that establishes specific design criteria and outlines a program to maintain and enhance Fort Eustis' visual assets while correcting visual liabilities. The scope of the IDG encompasses all significant visual aspects of Fort Eustis' exterior physical environment that can be influenced by construction, renovation or maintenance. All design, construction, maintenance and repair work executed anywhere on the installation will comply with the IDG.

## **7.4 Americans with Disabilities Act (ADA)**

The CDMP to be crafted must meet the requirements of this act. At Fort Eustis, it is projected that ten percent of the units to be replace plus the additional units to be constructed will need to be handicap accessible or easily modifiable to be accessible to meet the requirements of the Americans with Disabilities Act. The actual number will be agreed upon between the developer and the government during the CDMP process. Special consideration will be given to the specific need of the populations at Fort Eustis.

## **8.0 ENVIRONMENTAL CONSIDERATIONS**

a. Fort Eustis is located on a peninsula formed by the James River, the York River and the Chesapeake Bay in eastern Virginia. The region is relatively flat, with an average elevation of approximately 29 feet above mean sea level. Housing units are not located within the 100-year floodplain.

b. Mulberry Island, encompassing the southeastern portion of the Fort Eustis reservation, is a peninsula between the Warwick and James Rivers and is relatively level with large marshy areas. Mulberry Island lies below the standard flood line at 13 feet above mean sea level.

c. An Environmental Assessment (EA) of the CDMP will be required prior to the implementation of the project. The EA will be developed in conjunction with the preparation of the CDMP, and will comply with the provisions of the National Environmental Protection Act (NEPA). The partner will be responsible for the payment of all costs associated with performing any necessary additional environmental studies to prepare the CDMP or to obtain project financing.

## **Water Resources**

The water table at Fort Eustis is approximately 5 to 12 feet below ground in the middle and eastern parts of the installation. Surface waters within and adjacent to Fort Eustis include Eustis Lake, Brown's Lake, Skiffes Creek, and Bailey's Creek, with numerous other associated wetlands, creeks and ponds. Drainage from the post flows to the James and Warwick Rivers and to Skiffes Creek.

## **Wetlands**

Fort Eustis has 2,167 acres of wetlands (mostly tidal marshes), but all of it may not qualify as jurisdictional wetlands as defined in the Clean Water Act.

## **Fish and Wildlife**

Fort Eustis contains approximately 4,200 acres of wildlife areas out of the total reservation area of 8,228 acres. Most of the wildlife areas at Fort Eustis are low-lying wetlands, are located away from the cantonment area and cannot be easily developed.

One 300-acre marsh is used for waterfowl management; and provides habitat for otter and other mammals as well. Two oyster areas in the vicinity of Mulberry Island were previously condemned for the harvesting of shellfish due to contamination from a facility located north of Fort Eustis. The table below lists rare, threatened and endangered animal species documented on Fort Eustis during 1995 and 1996:

**TABLE 4-12: RARE, THREATENED AND ENDANGERED ANIMAL SPECIES DOCUMENTED ON FORT EUSTIS DURING 1995-1996**

Species	Status	Number
---------	--------	--------

		of Occur- ences
<i>Haliaeetus leucocephalus</i> Bald Eagle	Federally/State Threatened	1
<i>Ardea alba</i> Great Egret	State rare/special concern	1
<i>Stygobromus araeus</i> Tidewater Interstitial Amphipod	Federal species of concern	2
<b>SOURCE: A NATURAL HERITAGE ZOOLOGICAL INVENTORY OF FORT EUSTIS, VIRGINIA; VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION, OCTOBER 1997</b>		

Civil War sites can also be found within Fort Eustis and Newport News. Fort Crafford, built in 1861, is a five-sided raised earthen mound constructed by the Confederate Army as the anchor for the Magruder line.

There are a number of historical and cultural activities available in the Hampton Roads area. Colonial Williamsburg, consisting of 173 acres, is known for its many restored and reconstructed Colonial buildings and gardens that recreate life in the 1700's. The Abby Aldrich Rockefeller Museum and DeWitt Wallace Gallery in Williamsburg showcase art and furniture from earlier times. Jamestown Colonial National Historic Park includes ruins from the site of the first permanent English settlement in the New World. Yorktown Victory Center and Battlefield recreate the era of the Revolutionary War.

## 9. OTHER CONDITIONS

- a. Jurisdiction. The Army maintains exclusive federal jurisdiction over the real estate within the borders of the installation.
- b. Industrial Areas. Absolutely no construction of family housing will be allowed in the current industrial or training areas of the installation. Fort Eustis may allow construction of administrative and maintenance facilities in the industrial area.
- c. Fire and Police Protection. The Army will provide fire and police protection for Fort Eustis Housing Areas. The partner shall adhere to Fort Eustis requirements concerning physical security of facilities.
- d. Escrow Accounts. The selected partner is to establish the following escrow accounts, as a minimum. These accounts would require the signature of the selected partner and the Garrison Commander or his representative prior to withdrawal of funds:

- (1) Capital repair and replacement
- (2) Deferred maintenance and repair
- (3) New construction and historic preservation
- (4) Reserves
- (5) Incentive Performance

e. Installation Controls. The following controls will be retained by the installation:

- (1) Security of the installation
- (2) Fire and Police Protection
- (3) Authority to withdraw authorization to reside on-post
- (4) Authority to negotiate use of escrow accounts with partner
- (5) Housing grade categories and designation of housing
- (6) Designation approval of key and essential positions

f. Rent Methodology. Occupancy of family housing is not to exceed the sum of the on-post military member's basic housing allowances, less an amount sufficient to cover average utility usage. Military members are not expected to expend out-of-pocket funds to reside in family housing provided by the developer, as long as their utility consumption is not such that it exceeds the amount set aside to cover average utility usage. Rental adjustments will be linked to the Basic Allowance for Housing with appropriate controls.

g. Utilities. The developer is responsible for the provision of high-quality family housing that is energy efficient. Utilities are defined as electricity and natural gas or fuel oil.

h. Anti-Lobby Act. The developer must comply with the requirements established by the Anti-Lobby Act.

i. Community Amenities. Community amenities are those generally provided in a typical housing development such as community centers, child-care centers, playgrounds, ball fields, tennis courts, swimming pools, jogging trails and other recreational facilities. The developer is to provide such amenities as part of the replacement and construction portion of the project. The developer may help operate, maintain and staff these facilities in collaboration with existing government program or to augment such programs.

j. Storage Facilities. Typically, military families accumulate items from around the world that require storage and accessibility, more so than the typical American family. The developer is to provide adequate storage, to include RV and boat storage facilities in or near the family housing units or at a central location within the installation. If a central location is proposed, the Government shall provide the necessary land for construction of such facilities.

k. **Mandatory Assignments.** Fort Eustis will not impose mandatory assignments or utilization of the facilities and services provided by the developer.

l. **Construction Sites.** Fort Eustis will identify adequate and appropriate land on which the developer will commence construction. A construction Site Feasibility study will be provided during the development of the business and financial plans.

m. **Metes and Bounds.** Fort Eustis will identify housing areas and surrounding available land within the housing areas to accommodate revitalized neighborhoods. A metes and bounds survey will be conducted and will be provided during the development of the Community Development Master Plan.

n. **Historic Housing.** If historic housing is identified at a later date, rehabilitation work will require close coordination with the State Historic Preservation Office (SHPO) through the Fort Eustis Environmental Office. Typically, historic housing units are those on the National Register for Historic Places, eligible for registration, or located in a designated historic district. A Programmatic Agreement will need to be developed and executed by Fort Eustis, SHPO, and the developer to govern the management, operation and rehabilitation of these structures. The Army has manuals and guidelines that apply to these considerations and copies of these will be made available.

o. **Installation and Facility Access.** Fort Eustis controls access to the post. Presently, all vehicles are required to submit to ID check prior to entry.

p. **Condition of Property Title.** The United States holds fee title to the property upon which the existing family housing is located and to the lands upon which any new family housing may be constructed.

## **APPENDIX B PART 2B NEWPORT NEWS, VA FORT EUSTIS, VA**

### **1.0. COMMUNITY**

a. Newport News is the fifth largest city in Virginia, with an estimated population of 186,000 in 2000. It is located 65 miles southeast of Richmond and 165 miles south of Washington D.C. The community is located on the Virginia Peninsula with James City County and the City of Williamsburg bordering on the northwest, York County on the north, the City of Hampton on the northeast, and the James River on the south and southeast. Newport News is a city rich in history, and serves as the economic base for the Virginia Peninsula.



b. Newport News has over 9,200 acres of community park land throughout the city, and boasts a wide variety of leisure-time activities, including water sports, amusement parks, cultural and historical sites, as well as three regional malls to serve the area.

c. See Appendix B, Part 3a, Hampton Roads – Fort Monroe for detail on area climate, wildlife, community facilities, economic conditions, regional education and regional transportation assessment.

d. The 2000 median household income was \$38,775.

## **1.1 HISTORY**

a. The origins of the City of Newport News date from the first English settlement in the New World in the early seventeenth century. Captain Christopher Newport first visited the Hampton Roads area in May of 1607, on his way to establishing the first permanent English settlement at Jamestown. The area now known as Newport News was called Point Hope on John Smith's map in 1612, and it was not until 1619 that maps began to denote it as "Newportes News."

b. The area became popular as English colonists established large plantations along the Warwick River, James River, and other navigable channels. In the late 1600's, Newport News was included as a district in Warwick County, named after Robert Rich, Earl of Warwick. At this time, the port bustled with ships, but the character of the community was primarily agricultural. This character would change in the late 1800's.

c. The large family farms of the lower peninsula were severely impacted by the Civil War and the Reconstruction period. The destruction caused by the war led to the breakup of most of the plantations. Beginning in the 1880's, the Old Dominion Land Company purchased many parcels of this land with the intent of increasing the cultural offerings of the city, and was instrumental in bringing much-needed features such as public parks, museums, libraries, churches and hospitals to the town. The construction of the railroad and shipyard was one of the highlights in the development of the modern city of Newport News. The area continued to grow and the City of Newport News was officially chartered in 1896.

d. The Hampton Roads harbor served as a military port of embarkation during the Spanish-American War as well as both World Wars. Port facilities, camps and other military installations sprang up around the area and contributed greatly to the growth of the city. During World War II, Newport News was the third largest port of embarkation in the country.

e. In 1958, the City of Newport News doubled in size by consolidating with the former City of Warwick. The military is still an important component of the economy and culture of the peninsula, as more installations are now found in this city than in any equal area of the country.

## **1.2 HOUSING FACTS**

The local communities rental market at this time has an estimated vacancy rate of 2.83. The average rental cost per month for a 3 bedroom is approximately \$900. The average cost of houses sold this past year was \$117,000.

## **1.3 BUSINESS FACTS**

a. Newport News, long known as one of the world's major shipbuilding centers, is emerging as a high-tech community with such attractions as the Thomas Jefferson National Accelerator Facility and Canon Virginia. Newport News Shipbuilding is the largest private employer, followed next by the federal government. Nonetheless, Newport News is positioned to take advantage of world markets, being located on the world's greatest natural harbor—Hampton Roads. Hampton Roads is also home to one of the largest military complexes in the world.

b. Newport News is the natural gateway to Hampton Roads. It is the first major city along I-64 as it proceeds from Richmond and I-95. Newport News is served by six I-64 interchanges. The entire northern and mid-city section is conveniently provided with interstate access with one access directly serving Fort Eustis. I-664 reaches into the heart of downtown Newport News. The I-664 bridge-tunnel links downtown Newport News with the growing markets of western Hampton Roads, downtown Norfolk, Portsmouth and points south. Several major highways also serve Newport News: US 17, US 60 and US 258.

c. Newport News-Williamsburg International Airport is centrally located to serve the entire Peninsula and is only 15 minutes from Fort Eustis. This rapidly expanding airport has jet service provided by AirTran. Two commuter lines also serve it: US Airways Express and United Express. Direct service is available to Atlanta, Charlotte, NC, Philadelphia, and Washington, DC (Dulles). Newport News-Williamsburg International Airport is also the site of the Aviation World's Fair in April 2003 commemorating the 100<sup>th</sup> anniversary of manned flight. Norfolk International Airport, the regional hub for nine jet services and two commuter lines, is less than 40 minutes away from most Newport News locations and 50 minutes from Fort Eustis. More than 2.9 million passengers are served annually, traveling nonstop or direct to 19 hubs. In addition, Richmond International Airport, with more than 2.6 million passengers served annually, is approximately 1 hour away from most Newport News business locations.

d. The ports of Hampton Roads handle more than 10 million tons of general cargo and 50 million tons of bulk cargo annually.

e. Newport News has 13 industrial or business parks. One of those industrial parks, Oakland Industrial Park, is located on the northern boundary of Fort Eustis.

f. Newport News is home to Christopher Newport University. The Newport News public school system includes 38 schools with a total enrollment of about 33,000 students in elementary, middle, and high school. School zones determine which neighborhoods are served by which schools and bussing is normal. However, the system has a magnet school system by which students can attend schools that correspond with their skills and desires. In particular, the New Horizons Technical Center with campuses in Hampton and Newport News teaches advanced physics and biochemistry to high school students enrolled in the Governor's magnet school for science and technology. Additional vocational and trade skills include law enforcement, nursing/health occupations, cosmetology, computer information systems, carpentry, auto body mechanics, and electronics. In 2002, Newport News will begin construction of a 600-student elementary school on Fort Eustis that will open in September 2003.

#### **1.4 DEMOGRAPHIC INFORMATION**

Newport News is the fourth largest city in the Hampton Roads metropolitan region, and has been growing at an annual rate of 1 percent since 1990. The Hampton Roads metropolitan region has a population of over 1.5 million.

#### **1.5 POPULATION**

1980	1990	2000	% Change (1990-2000)
144,903	171,439	185,600	8

#### **1.6 EMPLOYMENT (May 2000)**

Civilian Labor Force	260,802
Employed	253,738
Unemployment Rate	2.7%

#### **1.7 EMPLOYMENT DISTRIBUTION**

White Collar	46%
Managerial/Professional	20%
Technical/Sales	2%
Clerical	14%
Military	12%
Blue Collar	27%

Craft/Repair	4%
Operators/Fabricators	6%
Transportation/Laborers	7%
Service Workers	13%
Other	2%

## **1.8 ECONOMIC SECTORS (1999)**

Agriculture/Mining	7%
Construction	3.2%
Manufacturing	22.2%
Transportation/Communication/Utilities	3%
Wholesale Trade/Distribution	4.5%
Retail Trade	13%
Finance/Insurance/Real Estate	2.6%
Services	24.2%
Government	11%
Military	15.6%

## **APPENDIX B PART 3A FORT STORY**

### **SITE DESCRIPTION AND HISTORY OF FORT STORY**

#### **1. SITE DESCRIPTION**

a. Fort Story is located at Cape Henry at the entrance to the Chesapeake Bay in Virginia Beach, Virginia. It is 3 miles north of the main resort area of Virginia Beach and 18 miles east of downtown Norfolk. It is crescent in shape, approximately 3 miles in length, and 1 mile in width with approximately 3.6 miles of shoreline/sand beaches extending along the Atlantic Ocean and Chesapeake Bay to form the Northern Boundary.

b. Fort Story was founded 10 March 1914 as a Coast Artillery Installation and was transferred to the Transportation Corps in 1948. In 1961, Fort Story was designated a permanent installation and a Class I sub-installation of Fort Eustis on 1 July 1962.

c. Three sites of historical interest are located within Fort Story. Approximately one-half million visitors come to Fort Story each year.

d. The Cape Henry Memorial Cross marks the location where the Jamestown Settlers first landed in the New World on 26 April 1607. The Old Cape Henry Lighthouse is the first lighthouse authorized and built by the Federal

Government. Begun in 1791 and lighted in October 1792, it served until 1881 when the new lighthouse was built. It is a registered National Historic Landmark. It is owned and administered by the Association for the Preservation of Virginia Antiquities (APVA). In 2000, more than 80,000 visitors climbed the lighthouse. The Battle of the Virginia Capes Monument and the Admiral Francoise de Grasse Statue commemorate the famous sea battle of 5 September 1771, which turned the tide of the Revolutionary War and ensured victory at Yorktown.

e. Fort Story is the home of and training base for several Army, Navy, Coast Guard, and Marine Corps activities. The Fort Story mission supports Joint Logistics-Over-The-Shore (JLOTS), amphibious and water purification training for Active and Reserve Component forces; provides base operations support to tenant organizations/activities and occupants of family housing and other personnel living and working on Fort Story; maintains positive civil-military relationships with local municipalities and residents of South Hampton Roads; and is the power projection platform for FORSCOM Combat Service Support Units.

## **2. ECONOMICS OF THE REGION**

a. With eight major military commands in the region, the military spends seven billion dollars in the area each year. Defense installations comprise 33% of local employment.

b. The following websites provide additional information on the communities and organizations around Fort Story:

**U.S. Army Transportation Center Home Page:** <http://www.eustis.army.mil>

**City of Virginia Beach Home Page:** <http://www.virginia-beach.va.us/>

**AAFES Home Page:** <http://www.aafes.com/>

## **3.0 RCI PROJECT**

a. Fort Story is proposing to partner with Fort Eustis, Fort Monroe, and the private sector for the purpose of improving the military family housing community, utilizing applicable legislative authorities and the provisions of the Army's Residential Communities Initiative (RCI) Program. Although not contiguous, Forts Eustis, Story, and Monroe will all be grouped as one project in the Fort Eustis Community Development Management Plan (CDMP).

b. Fort Story currently has 164 family housing dwelling units, 15 of which are historic "stand-alone" houses (this includes one house at the Lighthouse Complex and The Cape Henry House). All houses are inadequate, and must be replaced or renovated. There is a shortfall of an additional 44 units, bringing the

total family housing requirement to 207 units; however, this requires validation and specifically an analysis of other service (i.e., Navy) housing requirements.

### **3.1 PROJECT VISION AND GOAL**

### **3.2 VISION**

- a. Provide high-quality communities/neighborhoods and amenities in accordance with principles of New Urbanism
- b. Provide all services at the highest levels
- c. Coordinate and have buy-in of both on/off post stakeholders

### **3.3 GOALS**

- a. Revitalize and/or replace old and inadequate family housing
- b. Enhance quality of life and well being for our military communities
- c. Continuous improvement
- d. Increase retention
- e. All dwelling units will be green within 10 years of transfer of operations

### **3.2 PROJECT SUMMARY**

a. The Fort Story family housing privatization effort promotes quality, first class housing communities within the military member's housing allowance, less an amount sufficient to cover average utility usage.

b. Fort Story proposes to convey to the selected private partner its entire inventory of 164 family housing units and lease the land on which the existing units are located and additional lands for new and placement construction. In exchange, the partner will provide replacement housing, community amenities, new construction, demolition, long-term operation, management and maintenance, and rehabilitation of existing family housing. This conveyance will be for a fifty-year period with a twenty-five year renewal clause.

c. Additionally, a Family Housing Market Analysis is currently under way and will be available during Step Two of this solicitation.

### **PROJECT RECAP**

- a. Renovate, and/or demolish and replace all family housing units, to include preserving the historic Cape Henry House. The Cape Henry House will be treated in accordance with (design guidelines) mandating preservation.
- b. Address the identified housing deficit, with particular emphasis on the build out that occurs within the initial development phase.

- c. Own, manage, operate, and maintain the entire inventory.
- d. Provide for improved quality of life amenities for the soldiers and their families living in the housing.

### 3.4 FINANCIAL FEASIBILITY

Fort Story has not completed a financial feasibility analysis regarding the privatization effort in which the partner assumes ownership of the existing family housing units and a leasehold interest in the related underlying land, and constructs additional new family housing units.

### 4.0 CURRENT INVENTORY AND SHORTFALL OF FAMILY HOUSING

Fort Story currently has an inventory of 164 family housing units located throughout several areas of the post, but primarily on the easternmost side of Fort Story. The tables below show current family housing assets and a breakout of assets by grade and number of bedrooms.

MILITARY FAMILY HOUSING UNITS BY GRADE SEGMENT AND BEDROOMS, FORT STORY, VIRGINIA				
Area Name	2 Bedroom	3 Bedroom	4+Bedroom	Total
Officers	4	6	2	12
O6+	0	0	2	2
W4-O5	0	2	0	2
W1-O3	4	4	0	8
Enlisted	1	148	3	152
E7-E9	0	20	3	23
E4-E6	1	113	0	114
E1-E3	0	15	0	15
TOTAL	5	154	5	164
SOURCE: FORT EUSTIS FAMILY HOUSING				

### 5.0 COMMUNITY SUPPORT FACILITIES

a. Military Family Housing – The Family Housing Office assists military members in securing housing on and off post. Fort Story currently has a total of 164 family housing units.

b. Recreation – The Morale, Welfare and Recreation (MWR) program is a quality-of-life program that directly supports readiness by providing a variety of community, soldier and family support activities and services. Included is social, fitness, recreational, educational, and other activities that enhance community

life, foster soldier and unity readiness, promote mental and physical fitness, and generally provided a working and living environment that attracts and retains quality soldiers. Every facility is for the enjoyment of service members, civilian employees, their families and authorized guests. Some notable recreation facilities on Fort Story include: the Cape Henry Inn, offering seaside lodging and cottages; the Fort Story Log Cabins; the Fort Story Travel Camp; Gymnasium; Bowling Center; and Military Swim Beach.

c. Child Development Services (CDS) – CDS programs support early development through art, music, field trips, stories, and games. The CDS staff is committed to excellence in early childhood programs.

d. Adult Education – The Army Education Center in Bldg 591 offers various academic and vocational opportunities to meet the needs of soldiers, their families and federal employees.

e. Chapels and Religious Facilities – The First Landing Chapel, Bldg 600, offers a comprehensive program of religious education, worship services, family counseling, and troop ministry.

f. Army and Air Force Exchange (AAFES) Facility – Bldg 593 retail facilities include the Shoppette/Class VI store, the Military Clothing Sales Store, Cleaners, Alterations and the Barber Shop.

g. Commissary – Adequate commissary facilities are available within reasonable distance (i.e. Navy facilities).

h. Youth Services – The Youth Services Center, bldg 457, offers many varied programs to all youth in Grades 1 through 12. Activities include trips, parties, special events, recreational sports, and other events within program areas of life skills, citizenship, leadership, leisure and recreation, fitness, mentoring, intervention and support services.

## **6.0 INFRASTRUCTURE**

a. Utilities and communications systems at Fort Story are generally sufficient in capacity, although several systems are aging and will require upgrading and/or replacement in the near future. The primary utilities systems (water, electrical and waste water) are currently being studied for privatization in a separate initiative. Virginia Natural Gas presently owns the natural gas distribution lines.

b. Electrical. Dominion Virginia Power provides electrical service.

c. Water. The city of Norfolk provides storage, treatment and distribution of public water to Fort Story, while the City of Virginia Beach manages the water lines. The installation currently uses 150,000 to 200,000 gallons daily.



d. Sanitary Sewer. Hampton Roads Sanitation District (HRSD) is responsible for wastewater treatment for the Hampton Roads region, including Fort Story.

e. Solid Wastes. Solid wastes at Fort Story are collected and disposed of off-post.

f. Security. Security at Fort Story is handled by a platoon of Military Police (MPs) of the Fort Eustis MP Company.

g. Fire. Fire protection at Fort Story is accomplished through the Directorate of Public Works. A joint fire protection and hazardous materials response agreement is shared with the City of Virginia Beach Fire Department.

h. Medical. Fort Story has an on-site medical and dental clinic. The City of Virginia Beach medical staff handles major medical emergencies. Virginia Beach General Hospital offers 24-hour emergency service and is located approximately 8 miles from the post.

i. Transportation. Fort Story has about 3.5 miles of primary, 6 miles of secondary, and 17 miles of tertiary roads (paved and unpaved). Atlantic Avenue (State Road 305) is the major arterial road that extends through the installation. U.S. Route 60 bypasses Fort Story, and serves as a boundary between First Landing Seashore State Park and the installation.

## **7.0 INSTALLATION BUILDING GUIDELINES**

Partners are encouraged to use the ingenuity and innovation in the planning and development process. However, they are expected to propose plans that are compatible with modern styles in the local community and accepted industry standards.

### **7.1 FORT STORY LAND USE**

Fort Story can be characterized as containing nine distinct visual zones. Rather than land use or location, landscape features are used to categorize each zone. The Family Housing zone for existing and future expansion lies on both sides of Atlantic Avenue, from Coast Artillery Road to Okinawa Road.

### **7.2 Fort Story Installation Design Guide**

The Installation Design Guide (IDG) is a manual that establishes specific design criteria and outlines a program to maintain and enhance Fort Story's visual assets while correcting visual liabilities. The scope of the IDG encompasses all significant visual aspects of Fort Story's exterior physical environment that can be influenced by construction, renovation or maintenance. All design, construction, maintenance and repair work executed anywhere on the installation will comply with the IDG.

### **7.3 Americans with Disabilities Act (ADA)**

The developer and the CDMP to be crafted must meet the requirements of this act. At Fort Story it is projected that ten percent of the units to be replaced plus the additional units to be constructed will need to be handicap accessible or easily modifiable to be accessible to meet the requirements of the Americans with Disabilities Act. The actual number will be agreed upon between the developer and the government during the CDMP process. Special consideration will be given to the specific need of the populations at Fort Story.

## **8.0 ENVIRONMENTAL CONSIDERATIONS**

a. Fort Story is located on Cape Henry in the City of Virginia Beach. Both the Virginia Beach region and Fort Story are located at the eastern most point of the partly submerged section of the Atlantic Coastal Plain region. The Atlantic Ocean forms the eastern boundary and the Chesapeake Bay forms the northern boundary of the installation.

b. The region varies from flat to rolling with an elevation ranging from sea level to 85 feet above sea level. The highest natural elevation in the City of Virginia Beach is located on Fort Story. Fort Story has 3.5 miles of shoreline that are subject to both sand accretion and erosion, especially during major storm events. The Dunes at Fort Story average 20 feet in height and peak at 85 feet. Housing units are not located within the 100 year flood plain.

c. An Environmental Assessment (EA) of the CDMP will be required prior to the implementation of the project. The EA will be developed in conjunction with the preparation of the CDMP, and will comply with the provisions of the National Environmental Protection Act (NEPA). The partner will be responsible for the payment of all costs associated with performing any necessary additional environmental studies to prepare the CDMP or to obtain project financing.

### **Water Resources**

a. Fort Story borders the Chesapeake Bay on the Northwest and the Atlantic Ocean on the northeast and lies within two drainage areas. The water table is approximately 1 to 10 feet below sea level throughout Fort Story. This depth ranges from 2.5 feet near the shore and 40 feet in high areas.

b. Since there are no streams on Fort Story, a majority of the storm water drains into the bay, ocean, and wetlands through storm water drains and outfalls or infiltrates into the sandy soil.

c. Tides at Fort Story range from 2 to 3 feet above the mean low tide and may rise to 6 feet during a northeaster. In the most severe case a tropical storm or hurricane could cause the water level to reach 13 feet above mean sea level.

d. The four small ponds on Fort Story are man-made and primarily designated for recreation. Three of the ponds are regularly managed and stocked.

### **Wetlands**

Fort Story has 270 acres of forested wetlands including 148 acres of cypress swamp. A majority of the wetland areas are covered with standing water for extended period of time and do not emanate surface drainage.

### **Coastal Resources**

a. The Coastal Zone Management Program establishes policies regarding the use and development of the coastal zone. The 7<sup>th</sup> Transportation Group holds a permit issued by the City of Virginia Beach to establish a floating causeway at Omaha Beach.

b. An Offshore Breakwater System is currently planned at Fort Story to provide protection against shoreline erosion. This system will consist of a series of stone breakwaters, which will be eight feet above sea level. The entire system will be 6,000 feet in length and placed 100 to 300 feet from the shoreline.

### **Cultural**

Fort Story's cultural landmarks go as far back as the First Landing in 1607 up to the Cold War Nike Missile site. An historical building survey was completed in December 1999. The survey found that there are 57 buildings and 1 site that are historically significant, 108 buildings that are probably not significant and 120 buildings that are not historically significant. Fifteen (15) of the historic buildings are housing units that require compliance with the National Historic Preservation Act.

## **9.0 OTHER CONDITIONS**

a. Jurisdiction. Presuming the new housing remains only in the current housing area, Fort Story is exclusive federal jurisdiction, however, most of Fort Story is concurrent jurisdiction.

b. Industrial Areas. Absolutely no construction of family housing will be allowed in the current industrial or training areas of the installation. Fort Story may allow construction of administrative and maintenance facilities in the industrial area.

c. Fire and Police Protection. The Army will provide fire and police protection for Fort Story Housing Areas. The partner shall adhere to Fort Story requirements concerning physical security of facilities.

d. Utility Services. The selected partner will reimburse the provider of utilities at a negotiated rate for all utility consumption. The Government will not be a party to these negotiations unless the Government is the provider of the utilities.

e. Escrow Accounts. The selected partner is to establish the following escrow accounts. These accounts would require the signature of the selected partner and the Garrison Commander or his representative prior to withdrawal of funds.

- (1) Capital repair and replacement
- (2) Deferred maintenance and repair
- (3) New construction and historic preservation
- (4) Reserves
- (5) Incentive Performance

f. Installation Controls. The following controls will be retained by the installation:

- (1) Security of the installation
- (2) Fire and Police Protection
- (3) Authority to withdraw authorization to reside on-post
- (4) Authority to negotiate use of escrow accounts with partner
- (5) Housing grade categories and designation of housing
- (6) Designation approval of key and essential positions

g. Rent Methodology. The maximum allowable income to be derived from occupancy of family housing is not to exceed the sum of the on-post military member's basic housing allowances less an amount sufficient to cover average utility usage. Military members are not expected to expend out-of-pocket funds to reside in family housing provided by the developer as long as their utility consumption is not such that it exceeds the amount set aside to cover utility usage. Rental adjustments will be linked to the Basic Allowance for Housing with appropriate controls.

h. Anti-Lobby Act. The developer must comply with the requirements established by the Anti-Lobby Act.

i. Community Amenities. Community amenities are those generally provided in a typical housing development such as community centers, child-care centers, playgrounds, ball fields, tennis courts, swimming pools, jogging trails and other recreational facilities. The developer is to provide such amenities as part of the replacement and construction portion of the project. The developer

may help operate, maintain and staff these facilities in collaboration with existing government program or to augment such programs.

j. Storage Facilities. Typically, military families accumulate items from around the world that require storage and accessibility, more so than the typical American family. The developer is to provide adequate, to include RV and boat storage facilities in or near the family housing units or at a central location within the installation. If a central location is proposed, the Government shall provide the necessary land for construction of such facilities.

k. Mandatory Assignments. Fort Story will not impose mandatory assignments or utilization of the facilities and services provided by the developer.

l. Construction Sites. Fort Story will identify adequate and appropriate land on which the developer will commence construction. A construction Site Feasibility study will be provided during the development of the business and financial plans.

m. Metes and Bounds. Fort Story will identify housing areas and surrounding available land within the housing areas to accommodate revitalized neighborhoods. A metes and bounds survey will be conducted and will be provided during the development of the Community Development Master Plan.

n. Historic Housing. Rehabilitation work on historic housing at Fort Story requires close coordination with the State Historic Preservation Office (SHPO) through the Fort Eustis Environmental Office. Typically, historic housing units are those on the National Register for Historic Places, eligible for registration, or located in a designated historic district. A Programmatic Agreement will need to be developed and executed by Fort Eustis, SHPO, and the developer to govern the management, operation and rehabilitation of these structures. The Army has manuals and guidelines that apply to these considerations and copies of these will be made available.

o. Installation and Facility Access. Fort Story controls access to the post. Presently, all vehicles are required to submit to ID check prior to entry.

p. Condition of Property Title. The United States holds fee title to the property upon which the existing family housing is located and to the lands upon which any new family housing may be constructed.

## **APPENDIX B PART 3B FORT STORY**

### **VIRGINIA BEACH, VIRGINIA**

This information was obtained from the 2001-2002 Virginia Beach Data Sheet located at the Virginia Beach Department of Economic Development web site [www.virginia-beach.va.us/dept/econdev](http://www.virginia-beach.va.us/dept/econdev), the Virginia Employment Commission, and the Hampton Roads Economic Development Alliance.

## **1.0 COMMUNITIES**

a. Virginia Beach, Virginia, offers a variety of communities and housing. Single-family homes, townhouses, condominiums and apartments are available. Also, office buildings, to include the Town Center currently under construction, mark a thriving local business hub.

b. In the southern part of the city, you can still find farms, stables and gently rolling pastureland, and executive estates. Along the city's shoreline, there is an abundance of waterfront properties with spectacular views of the Atlantic Ocean and the Chesapeake Bay and its tributaries.

## **2.0 CITY HISTORY**

a. The first settlers in America landed in Virginia Beach in 1607, erected a cross, and named the spot Cape Henry. The first settlement inside the city limits of Virginia Beach was near Lynnhaven Bay in 1621, but the area that is now Virginia Beach remained thinly settled for well over a century. In the 1880's, the resort was developed along the beach and by the turn of the century, the city was very popular. In 1906, it became a town; the rest of the area remained undeveloped.

b. During World War II, the Navy built Oceana Naval Air Station in what is now the middle of Virginia Beach. In 1963 the resort town of Virginia Beach merged with Princess Anne County to form the modern city. Virginia Beach is now the most populated city in Virginia. Virginia Beach is part of the Norfolk-Virginia Beach-Newport-News VA-NC Metropolitan Statistical Area (MSA) that is the 31<sup>st</sup> largest metropolitan market in the United States. Virginia Beach is the most populous city in Hampton Roads and Virginia; it is the 39<sup>th</sup> largest in the United States. The Virginia Beach population was 425,257 in 2000.

c. Fort Story became a military installation in 1914 when the Virginia General Assembly provided land to the U.S. Government "to erect fortifications and for other military purposes." Fort Story, Virginia, was originally established and fortified in 1917 to protect the southern portion of the entrance to the Chesapeake Bay during World War I. The War Department named this land in Cape Henry "Fort Story" after Major General John Patten Story, one of the most noted coast artillerymen of his day.

## **3.0 HOUSING FACTS**

The Virginia Beach housing market at this time has an estimated vacancy rate of 7.80 %. The average permit price of a new constructed home in 2000 is \$219,800. The median property value of owner-occupied units in Virginia Beach in 2001 was \$127, 445. The American Chamber of Commerce Research Association estimates the purchase price of a newly built home with 1,800 square feet of living space to be \$188,704.

## **4.0 FACTS ABOUT VIRGINIA BEACH**

### **THE ECONOMY**

**AGRIBUSINESS:** Agribusiness contributes significantly to the city's overall economy. In 2000, the economic impact of the agricultural community was estimated at more than \$47.8 million based on product valued at approximately \$14.9 million. There are 147 farms in the city, resulting in approximately 33,528 acres of land under cultivation.

**CONSTRUCTION AND REAL ESTATE:** In 2000 Virginia Beach approved permits for the construction of 2,779 residential and multi-story structures; 5,834 residential additions/alterations; 1,031 commercial facilities; 23 industrial facilities; and 1,470 other construction units with a combined value of \$448,392,241.

**CONVENTIONS:** Estimates based on hotel and convention bureau information for 2000 indicates that 205,390 convention and trade show delegates attended 525 meetings at the Convention Center and the city's more than two-dozen conference hotels producing \$68.2 million in gross revenue. Of this amount, \$4.08 million went directly to the city as tax revenue.

**MILITARY:** Four military bases in Virginia Beach have an approximate annual payroll of \$1.1 billion for 35,000 armed services and civilian workers. They are Oceana Naval Air Station, Little Creek Naval Amphibious Base, Fort Story and Dam Neck Naval Base.

**TOURISM:** In calendar year 2000, slightly less than three million visitors arrived in Virginia Beach. Those visitors spent approximately \$630 million during their stay for accommodations, meals, entertainment and other services; the visitors also directly created over 11,000 jobs in the city. Visitor expenditures generated \$50.5 million in direct city revenue.

**RETAIL AND WHOLESALE TRADE:** About 30% of the Virginia Beach labor force is employed in retail and wholesale businesses. The city has 7,600 retail/wholesale and service business with total taxable sales of \$3.4 billion.

**BUSINESS AND INDUSTRY:** Virginia Beach has five major concentrations of office, industrial and commercial properties

**1. Airport Industrial Park:** The park encompasses 250 acres with 4 million square feet of light industrial and office space. National and international manufacturing, warehousing and distribution operations are located here.

**2. Greenwich/Witchduck Corridor:** Greenwich / Witchduck currently contains 1.3 million square feet of low and mid-rise suburb office space in business parks including Koger East Business Park, Corporate Woods and Commerce Park. The corridor currently contains 1.8 million square feet of light industrial space, housing regional warehousing and distribution operations.

**3. Central Business District (CBD) / Pembroke Area:** The CBD encompasses 500 acres and 1.9 million square feet of low and high-rise office space in business parks including Town Center, Pembroke Office Park, Corporate Center, and Convergence Center. Ground breaking was recently held on the Town Center of Virginia Beach, a new urban development located with the core of CGD. The project will span 25 acres and 850,000 sq. ft. of Class A office, 750,000 sq. ft. of upscale retail, luxury hotel and apartments and free structured parking. Corporate citizens in the area include numerous financial, information processing, law and professional service firms. Phase I is planned to open in August 2002.

**4. Oceana West Corporate Park / Lynnhaven Corridor:** The park encompasses 1,100 acres and currently contains 1.5 million square feet of low and mid-rise suburban office space and 4.1 million square feet light industrial space. One hundred ninety-five acres are presently available for development. Corporate citizens in Ocean West and adjacent business parks, including Reflections, Lynnhaven Industrial Area, Oceana East and Taylor Farms Industrial Farms Parks comprise a wide variety of domestic and foreign firms.

**5. Corporate Landing Business Park:** The park encompasses over 325 acres and is owned and operated by the Virginia Beach Development Authority. One hundred twenty-five acres are presently available for headquarters, professional services, research and development, office buildings, retail and two conference centers. Corporate citizens include world headquarters, regional offices, and high-tech manufacturing. This master-planned park contains 38 acres of lake, jogging trails, green space, and recreational opportunities.

**Other Areas:** Throughout Virginia Beach there are many additional smaller nodes of office and commercial activity, including Little Neck, Oceanfront, Birdneck / Laskin Road, First Colonial, and Kempsville.

## **5.0 COST OF LIVING**

The American Chamber of Commerce Researcher's Association (ACCRA) prepares a Cost of Living Index that measures the relative price of goods and services in specific areas of the country. The national average represents a score



of 100, and all other areas are scored in relation to the national norm. The table below is for the ACCRA Cost of Living Index for the First Quarter 2001:

Metropolitan Area	Composite	Grocery	Housing	Utilities	Transportation	Health Care	Misc. Goods & Services
Norfolk-Va Beach-NEWPORT NEWS VA AC MSA	99.1	97.1	91.7	143.7	104.5	94.0	94.8

## 6.0 POPULATION

YEAR	VIRGINIA BEACH
2006 Projection	441,207
2001 Estimate	427,858
1990 Census	393,069
1980 Census	260,841
Growth 2001-2006	3.12%
Growth 1990-2001	8.85%
Growth 1980-1990	50.69%

## 7.0 2001 POPULATION DISTRIBUTION (VIRGINIA BEACH)

Sex	Total	Percent
Male	214, 952	50.24
Female	212,906	49.76

AGE	Percent
Under 5	8.10%
	22.87%

AGE	Percent
5-20	30.97%
21-44	
45-64	29.73%
65 and over	7.69%

The average age of Virginia Beach residents is 32.9.

## 8.0 UNEMPLOYMENT RATE

DATE	VIRGINIA BEACH	STATE	REGION
2000	2.2%	2.2%	2.6%
1999	2.7%	2.8%	3.4%

## 9.0 INCOME AND CONSUMER PRICE INDEX FOR 2001

CONSUMER	INCOME
Estimated Average Household Income	\$61, 358
Estimated Median Household Income	\$49, 525
Per Capita Personal Income	\$22, 185

## 10.0 EMPLOYMENT & PAYROLL (VIRGINIA BEACH )

<i>Industry</i>	<i>Annual Avg Employment</i>	<i>Percent*</i>	<i>Avg Weekly Wage/Worker</i>
Federal Government	5,080	3.09%	\$564
State Government	1,630	. 99%	\$517
Local Government	18,156	11.07%	\$585
Agriculture	1,441	.87%	\$445
Construction	11,640	7.09%	\$644

<b><i>Industry</i></b>	<b><i>Annual Avg Employment</i></b>	<b><i>Percent*</i></b>	<b><i>Avg Weekly Wage/Worker</i></b>
Manufacture	6,247	3.80%	\$652
Transportation	6,440	3.92%	\$649
Wholesale Trade	5,841	3.56%	\$764
Retail Trade	41,863	25.52%	\$308
Finance, Insurance, & Real Estate	11,597	7.07%	\$654
Services	54,039	32.95%	\$521
<b>Total</b>	<b>163,987</b>	<b>100.0%</b>	<b>\$573</b>

**APPENDIX B  
PART 4A  
FORT MONROE**

**SITE DESCRIPTION OF FORT MONROE AND THE HAMPTON ROADS  
MILITARY COMMUNITY**

**1.0 SITE DESCRIPTION**

a. Fort Monroe is located in the Tidewater area of Virginia, which encompasses the lower Virginia peninsula, and the portion of Virginia across Hampton Roads and the mouth of the Chesapeake Bay. The Tidewater Area includes the metropolitan areas of Newport News-Hampton and Norfolk-Portsmouth-Virginia Beach. The Virginia Peninsula has the James and York Rivers and the Chesapeake Bay each on a different side of the peninsula. The area includes the cities of Hampton, Newport News, Poquoson and Williamsburg and York and James City counties.

b. The principal military installations on the Virginia Peninsula, besides Fort Monroe, are: Langley Air Force Base, the site of the National Aeronautics and Space Administration Research Center and Headquarters for the Air Combat Command (ACC); Fort Eustis, home of the Army Transportation Corps and a major training post; the Yorktown Naval Weapons Center; and Big Bethel Military Reservation. Across Hampton Roads Harbor are Naval Air Station (NAS) Oceana, Little Creek Amphibious Base, Fort Story and Naval Base Norfolk, the world's largest naval base with about 71,000 active duty military and 16,000 civilian personnel assigned to more than 130 ships, 25 aircraft squadrons, and 70 major commands.

c. Fort Monroe falls within the city limits of Hampton, which occupies 55 square miles in the Tidewater Area. It is about halfway between Williamsburg and Virginia Beach. On Hampton's northeast border is the Chesapeake Bay; to the west is Newport News; and to the south is the Hampton Roads harbor. The city's average elevation is 20 feet above sea level. Hampton is approximately 75 miles southeast of Richmond and 175 miles south of Washington, D.C.

d. Fort Monroe is located at the southeastern tip of the Virginia Lower Peninsula on a sand spit between Hampton Roads and the Chesapeake Bay. Almost completely surrounded by water except for the northern tip, access to Fort Monroe is by two bridges at the western end. The fort encompasses 568 acres, of which approximately 108 acres are under water.

e. The only two access roads to Fort Monroe from Hampton and Newport News are U.S. Highway 258 and State Route 168. Each highway is bridged across Mill Creek and joins near the main entrance to the post. U.S. Highway 258 (Mercury Boulevard) is a primary thoroughfare that connects with State Route 169 (Mallory Street). State Route 351 (Pembroke Avenue) serves the City of Hampton; State Route 278 (King Street) is a primary access to Langley Air Force Base; State Route 134 (Armistead Avenue) is a primary access to NASA Langley Research Center; Interstate 64 is a toll-free, limited access, multi-lane highway from and U.S. Highway 17 is a primary north-south highway serving Newport News and Portsmouth via the James River Bridge.

f. An off-post facility supported by Fort Monroe is the 500-acre Big Bethel Reservoir. This facility provides potable water for Fort Monroe and Langley A.F.B.

g. Fort Monroe's principal tenants include: HQ TRADOC; Reserve Officers Training Corps Cadet Command; Naval Surface Warfare Center; Joint Warfighting Center; United States Army Health Clinic Fort Monroe; Security Assistance Field Activity; TRADOC Combined Operations Field Agency; Army Audit Agency; Defense Logistics Agency; 902 Military Intelligence Detachment; soldiers and their families; and the local community. Fort Monroe also serves military retirees in the area and their families.

h. The following web sites provide additional information on the communities and organizations around Fort Monroe:

**Fort Monroe:** <http://www.fort.monroe.army.mil/monroe/>  
**Hampton Roads, VA:** <http://www.hamptonroads.com/>

## **2.0 MISSION**

a. Fort Monroe's mission is to plan, conduct, and assess comprehensive support operations to facilitate mission accomplishment for Fort Monroe activities and the community.

- (1) Support HQ TRADOC & Tenants
- (2) Ensure Fort Monroe's Historical Preservation
- (3) Provide Installation Management
- (4) Promote Community Relations
- (5) Provide Force Protection

**2.1. PROJECTED MISSIONS** - Fort Monroe's Strategic Plan will guide the decisions that shape the form of the installation into the 21st Century. Grounded in its heritage and mandated by the realities of the changing times, it is inspired by the extraordinary possibilities of the future. The vision of the Strategic Plan is to provide a world-class military installation that will serve the evolving defense needs of the nation, while providing a model community for its military and civilian residents and neighbors.

## **2.2 FORT MONROE VISION**

- a. A Historical installation
- b. That excels in providing
- c. A quality environment
- d. For today's people
- e. Preparing for tomorrow's challenges

### **2.2.1 Values**

- a. We embrace the Army's values: Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, Personal Service
- b. We commit to: Customer Satisfaction, Caring, Doing it Right the First Time, Timely Response, Quality Products

### **2.2.2 Goals**

- a. Foster a positive command climate, promoting human relations in a safe environment
- b. Manage resources to provide effective installation management for the Fort Monroe community.
- c. Provide superior customer service.
- d. Improve Quality of Life at Fort Monroe.

- e. Preserve Fort Monroe Historical Resources.
- f. Plan for future infrastructure modernization and improvement.

### **3.0 RCI PROJECT**

Fort Monroe is proposing to partner with Fort Eustis, Fort Story and the private sector for the purpose of improving the military family housing community, utilizing applicable legislative authorities and the provisions of the Army's Residential Communities Initiative (RCI) Program. Although not contiguous, Forts Eustis, Story, and Monroe will all be grouped as one project in the Fort Eustis Community Development Management Plan (CDMP).

### **3.1 PROJECT VISION AND GOAL**

#### **3.1.1 Vision**

- a. Provide high-quality communities/neighborhoods and amenities
- b. Provide all services at the highest levels
- c. Coordinate and have buy-in of both on/off post stakeholders

#### **3.1.2 Goals**

- a. Renovate, demolish, and/or replace old and substandard units of Wherry Housing called the Monroe Apartments to the extent indicated by on-post Housing requirements
- b. Enhance quality of life and well being for our military communities
- c. Continuous improvement
- d. Increase retention
- e. All dwelling units will be green within 10 years of transfer of operations

### **3.2 PROJECT SUMMARY**

- a. Fort Monroe's housing privatization effort promotes quality, first class housing units encompassing the natural beauty of this Historical Post, which is achievable within the military member's housing allowance, less an amount sufficient to cover average utility usage.
- b. Fort Monroe proposes to convey to the selected private partner its 206 Wherry apartment units and lease the land on which the existing units are located and, if necessary, additional lands for new and replacement construction. In exchange, the partner will provide replacement housing, community amenities, new construction, demolition, long-term operation, management and maintenance. This project will be for a fifty-year period with a twenty-five year renewal clause.
- c. During the CDMP development, the selected offeror may be given an

opportunity to propose inclusion of the 183 historic family housing units at Fort Monroe. The Army retains the sole right to either include or exclude these additional units based on the overall value these units bring to the project. Evaluations of the preliminary concept factor will be based strictly on the proposed plan for the Wherry housing inventory to the degree indicated by the current Housing Market analysis.

d. Additionally, the 2001 Family Housing Market Analysis is currently under way and will be available prior to Step Two of this solicitation.

### **3.3 PROJECT RECAP**

a. Demolish 205 Wherry apartment units and replace with appropriate number of larger units that meet the current standards for Army Family Housing units.

b. Own, manage, operate, and maintain the Wherry replacement units.

### **3.4 FINANCIAL FEASIBILITY**

Fort Monroe has not completed a financial feasibility analysis that supports the viability of a privatization effort.

### **3.5 NEED FOR MHPI AUTHORITIES**

Fort Monroe's privatized housing will be part of the Fort Eustis/Fort Story/Fort Monroe RCI. Therefore, the need for incorporation of the legislative authorities, provided by the Military Housing Privatization Initiative, will be decided by overall project team.

## **4. FAMILY HOUSING**

**Government Owned** - Government quarters, all historical, are limited in number (111 officer and 72 enlisted) and are available to all military ranks. Normally there is a waiting list for all ranks except general officers.

Government owned family quarters, both officer and NCO, are interspersed throughout the southern, older part of the post. Most military occupants can walk to their place of duty. The commissary, medical and dental facilities, the Marina, and the education center are within walking distance of most family quarters. There are a few units that are close to industrial facilities, but for the most part, family quarters are in tree-lined areas, both inside and outside the moat.

A "whole neighborhood revitalization / renovation" project was begun in September, 1994. This project is being completed in four phases. The first three phases are completed. Central air and heat is being installed, electrical wiring

and plumbing fixtures are being replaced and upgraded as required, and lead based paint and asbestos is being removed. Because all of these quarters are considered historical, this project must comply with Section 106 of the National Historical Preservation Act. This may increase the cost of the overall project.

The total number of government owned quarters available by grade are:

General Officer	15
Colonel	17
Field Grade	53
Company Grade	26
Senior NCO	25
Junior NCO	<u>47</u>
Total	183

**Wherry Housing, Fort Monroe-** A Wherry housing project was built along the eastern coast of the installation under conditions of a lease signed by the Monroe Apartment Corporation and the United States Government in accordance with Title VIII of the National Housing Act of 1947. This lease granted the Monroe Apartment Corporation the right to erect, maintain, and operate approximately 206 housing units on five parcels of land located on the Fort Monroe Military Reservation. The lease was signed by the Government on 12 September 1952 for a period of 75 years unless the Government, at its option, decides to terminate the lease at any time after 50 years and six months (March, 2003).

This Wherry Housing is an apartment complex located on Fenwick Road and named The Monroe Apartments. The complex consists of six one-bedroom apartments (one is currently used as an office), 90 two-bedroom apartments, and 110 three-bedroom apartments. Monroe apartments are considered as off-post housing, although located on Fort Monroe. Currently, the complex is managed by W.H.H. Trice Management. Active duty members of the U.S. Armed Forces (Army, Navy, Air Force, and Marine) stationed within a one-hour commute of Fort Monroe are eligible to live in Monroe Apartments. All service members retain their Basic Allowance for Housing (BAH). Army personnel with families stationed at Fort Monroe have priority for assignment to Monroe Apartments. Members of other services are offered an apartment only when there are vacancies and there are no Fort Monroe personnel on the waiting list. Bonafide Army bachelors (from SFC to all officers) stationed at Fort Monroe are eligible for one-bedroom units only at Monroe Apartments.

The location of the Wherry housing is within walking distance of the Post Exchange, childcare center, bowling center, thrift shop, and physical fitness facility. It is not within walking distance of the commissary, Marina, or medical facilities. Approximately 40 percent of the military occupants of Wherry housing do not work on Fort Monroe, and therefore, must drive through the installation to get to their place of duty.



The Wherry housing project has served its purpose in providing affordable housing to service members and their families. These units currently rent at below market rates, thereby providing incentive for the service member to reside in these inadequate units. However, the current state of repairs and inadequate size has resulted in the Government's decision to exercise the option to terminate the current lease in March 2003 and to include replacement of these units under the joint contract awarded for RCI with Fort Eustis and Fort Story. None of the Wherry Housing buildings are considered contributing elements in the Fort Monroe National Historic Landmark (NHL) at this time. Wherry Housing at Fort Monroe is slightly less than 50 years old and not of exceptional significance, so the buildings have not been evaluated for National Register eligibility through consultation between Fort Monroe and the Virginia State Historic Preservation Office (SHPO). The Army is pursuing a service-wide Programmatic Treatment of Army Capehart and Wherry Era Housing. A National Environmental Policy Act (NEPA) Notice of Availability of the Environmental Assessment and Finding of No. Significant Impact for this action was published in the Federal Register on January 18, 2002. Program Comments in accordance with 36 CFR 800.14(e) will likely be requested from the ACHP upon completion of the NEPA 30 day review period. The proposed action would serve as one-time, Army-wide mitigation for this entire class of properties.

**Troop Housing** - One permanent building provides unaccompanied enlisted personnel housing and a contract operated dining facility. In addition, one temporary building provides housing for unaccompanied enlisted service members and is programmed for demolition.

A contract to renovate the permanent building was awarded in FY01.

## **5.0 COMMUNITY SUPPORT FACILITIES.**

a. Fort Monroe provides the full range of support facilities found at most Army communities. They include the following:

(1) MWR social, fitness, recreational, educational and service-oriented family support facilities.

(2) Chapels and Religious facilities for U.S. and Allied liaison military personnel.

(3) Casemate Museum depicting the history of the post, Old Point Comfort, and the Coast Artillery Corps.

(4) Health care at the health and dental clinics.

(5) Child development and youth services.

(6) Retail Post Exchange (PX) and commissary stores operated by Army Air Force Exchange Service (AAFES) and Defense Commissary Agency (DECA) respectively.

## **5.0 INFRASTRUCTURE:**

**Water Source(s)** – Fort Monroe is supplied with potable water from two sources. The sources are as follows: Primary Source—Big Bethel Military Reservoir and Water Treatment Plant Complex and the Secondary Source—City of Newport News, Virginia. Fort Monroe's drinking water is provided by the Big Bethel Water Treatment Plant (WTP) that is located about ten miles from Fort Monroe. The water treatment plant utilizes the Big Bethel Reservoir as its raw water source

**Natural gas** – Fort Monroe is supplied with natural gas from a commercial source, Virginia Natural Gas (VNG) Company. The natural gas is supplied through a VNG-owned 4-inch main (across Mill Creek via Mugler Bridge) and an 8-inch main (across Mill Creek via Mercury Boulevard Bridge, U.S. Route 258). These two supply lines terminate in an on-post gas metering station located in the vicinity of the main entrance to the installation.

**Electricity** – Fort Monroe is supplied with electricity from two sources. The sources are as follows:

- a. Primary Source – Dominion Virginia Power and Secondary Source—Stand-by Emergency Generators
- b. The primary source of electrical power for Fort Monroe is the commercial company, Virginia Power Company. Electrical power is supplied through Virginia Power Company's own transmission lines.

**Wastewater treatment** - Wastewater treatment is provided for the Fort Monroe sewage by the Hampton Roads Sanitary District (HRSD). The sewage treatment plant is located at the Newport News Small Boat Harbor. Sewage from Fort Monroe is collected in a series of underground pipe lines and routed to on-base sewage pumping stations that transport it to the HRSD Willard Avenue Pump Station in Hampton, Virginia. From there it is pumped directly to the treatment plant.

**Recycling** – Recycling is currently mandatory for those who live and work at Fort Monroe. Weekly curbside service is provided to housing areas. Paper, plastic, aluminum, steel, and glass products are recycled.

**Fire Protection** – The Fire Department operates from one station, located on Ruckman Rd. and is in close proximity to the military family housing.

**Refuse Collection** – A private contractor collects household refuse, yard waste, and recyclable items weekly.

## 7.0 INSTALLATION BUILDING GUIDELINES

Partners are encouraged to use their ingenuity and innovation in the planning and development process. However, they are expected to propose plans that are compatible with modern styles in the local community and accepted industry standards, while being sensitive to the historic nature of Fort Monroe's buildings.

a. **Architectural Style** – With the exception of Wherry Housing, all of the historic housing constructed at Fort Monroe is on the National Register of Historic Places, was constructed between 1819 and 1943, and the homes have the architectural styles typical of those time periods.

b. **Height** – Generally, the recommended height is two stories.

c. **Americans with Disabilities Act** – The developer and the CDMP to be crafted must meet the requirements of this act. At Fort Monroe, it is projected that five percent of the units to be replaced will need to be handicap accessible or easily modifiable to be accessible to meet the requirements of the Americans with Disabilities Act. The actual number will be agreed upon between the developer and the government during the CDMP process. Special consideration will be given to the specific needs of the population at Fort Monroe.

## 8.0 ENVIRONMENTAL CONSIDERATIONS

a. No construction will be permitted in any environmentally protected areas of the installation.

b. The housing areas proposed for this project are thought to be suitable for the intended development.

c. During the time of construction of most of the housing units at Fort Monroe, asbestos-containing materials and lead-based paint were widely used. These materials are still present and will require abatement during renovation work or appropriate, legal removal during demolition.

d. An Environmental Assessment (EA) of the CDMP will be required prior to the implementation of the project. The EA will be developed in conjunction with the preparation of the CDMP, and will comply with the provisions of the National Environmental Protection Act (NEPA). The partner will be responsible for the payment of all costs associated with performing any necessary additional environmental studies to prepare the CDMP or to obtain project financing.

e. The partner shall operate in full compliance with all applicable federal, state, and local environmental laws and regulations, including but not limited to recycling, pesticide management, hazardous waste management, solid waste

management, water pollution, and air pollution control regulations. The partner shall be responsible for permit requirements and for payment of all fines and litigation based on the partner's negligence in relation to environmental compliance.

f. Construction is allowed after assuring NEPA compliance, reviewing encumbrance restrictions and conditions and obtaining all applicable permits for construction activities. For example, general encumbrances may involve preparing NEPA documents, and securing digging permits for subsurface mechanical construction or exploration activities.

g. Archaeological findings are possible at all locations at Fort Monroe. Standard operating procedures in compliance with the National Historic Preservation Act must be followed before and during construction activities. This factor could be one of the most influential elements on future installation development.

#### h. Floodplain

a. In accordance with the Federal Emergency Management Agency (FEMA) Fort Monroe is located entirely in the 100-year flood plain. The majority of the base is classified as an A7 flood zone. An A7 flood zone designation is described as an area of 100-year floods with flood levels ranging from 9 to 10 feet. The northeastern edge of the base is designated a zone V8 with an elevation of 13 feet. A V8 designation is described as an area of 100-year coastal flood with velocity (wave action); base flood elevations and flood hazard factors determined. The area adjacent to Fenwick Road on the northeastern end of the base is designated as zone C. Zone C flood designation is described as an area of minimal flooding.

b. Executive Order 11988 requires federal agencies to evaluate potential effects of any actions taken in a floodplain and apply accepted flood proofing and other flood protection measures if construction or rehabilitation within a floodplain cannot be avoided. 95% of Fort Monroe's Housing areas (Wherry included) are within the 1% floodplain of 8.5 ft ASL. To achieve flood protection, construction of new structures must have livable floors elevated above the base flood level rather than filling in land. Construction where Wherry Housing now stands would have to be elevated feet. Bidders are reminded of the conveyance hazards of locating structures in floodplains, and flood protection measures must be incorporated into proposed construction in this location.

## **9.0 OTHER CONDITIONS**

a. Information management services: Telecommunications and other information services are supported by systems that transport, route, and process electronic voice, data, and image in telecommunications switches, cabling, building wiring for administrative telecommunications, and specialized information mission area facilities such as computer rooms and video teleconference facilities. The most visible and universal application is the telephone system.

b. The telephone system consists of copper and fiber-optic data network distribution systems. All government telephone distribution lines are buried underground. The installation telephone system is maintained and operated under the Army Telecommunications Services contract. Bell Atlantic also serves the installation for local commercial telephone service. Commercial telephone service is provided to the Fort Monroe government owned and contract operated dial-central main switch.

c. Historic Housing - Due to the extensive history of the site, the Department of the Interior designated Fort Monroe a National Historic Landmark in 1961. during the CDMP development, the selected offeror may be given an opportunity to propose inclusion of the 183 historic family housing units at Fort Monroe. The Army retains the sole right to either include or exclude these additional units based on the overall value these units bring to the project. The 205 Wherry Units are not on the National Register of Historic Places. However, Fort Monroe is on the National Register of Historic Places as a national Historic Landmark and the State Historic Preservation Office will review the style of units constructed.

d. Jurisdiction – Fort Monroe is exclusive federal jurisdiction in the area of the current Wherry housing. The Federal government and the State of Virginia both have jurisdictional authority on other portions of the installation property. The Army, however, maintains primary responsibilities for all activities on its property.

e. Fire and Police Protection - The Army will provide fire and police protection for the housing areas. The partner shall adhere to Fort Monroe requirements concerning physical security of facilities. The partner shall also adhere to any fire prevention policies established by the Fort Monroe, as well as by federal, state, county, and local governments.

f. Utility Services - The selected partner will reimburse the provider of utilities at a negotiated rate for all utility consumption. The Government will not be a party to these negotiations unless the Government is the provider of the utilities.

g. Escrow Accounts - The selected partner is to establish the following escrow accounts, as a minimum. These accounts would require the signatures of the selected partner and the Garrison Commander or his representative prior to withdrawal of funds.

- (1) Capital repair and replacement
- (2) Deferred maintenance and repair
- (3) New construction and historic preservation
- (4) Reserves
- (5) Incentive Performance

h. Installation Controls - The following controls will be retained by the installation.

- (1) Security of the installation
- (2) Fire and Police Protection
- (3) Authority to withdraw authorization to reside on-post
- (4) Authority to negotiate use of escrow accounts with partner
- (5) Housing grade categories and designation of housing
- (6) Designation approval of key and essential positions

i. Rent Methodology - The maximum allowable income to be derived from occupancy of family housing is not to exceed the sum of the on-post-military members' basic housing allowances, less an amount sufficient to cover average utility usage. Military members are not expected to expend out-of-pocket funds to reside in family housing provided by the developer as long as their utility consumption is not such that it exceeds the amount set aside to cover utility usage. Rental adjustments will be linked to the Basic Allowance for Housing with appropriate controls.

j. Anti-Lobby Act - The developer must comply with the requirements established by the Anti-Lobby Act.

k. Community Amenities - Community amenities are provided by Fort Monroe as described in Section 5 of this appendix.

l. Storage Facilities – Fort Monroe provides adequate storage facilities, to include RV and boat storage facilities in or near the family housing units or at a central location within the installation.

m. Mandatory Assignments – Fort Monroe will not impose mandatory assignments or utilization of the facilities and services provided by the developer.

n. Construction Sites –Fort Monroe will identify adequate and appropriate land on which the developer will commence construction. A Construction Site Feasibility Study will be provided during the development of the business and financial plans.

o. Metes and Bounds – Fort Monroe will identify housing areas and surrounding available land within the housing areas to accommodate revitalized neighborhoods. A metes and bounds survey will be conducted and will be provided during the development of the CDMP.

p. Installation and Facility Access – Fort Monroe RCI Program Manager will establish on a case-by-case basis, in coordination with the selected developer, the conditions that may limit or extend access to community facilities.

q. Condition of Property Title – The United States holds fee title to the property upon which the existing family housing is located and to the lands upon which any new family housing may be constructed. All fee owned property in which existing family housing units are located and land offered for construction of new family housing units will revert back to the Commonwealth of VA upon termination of a Department of Defense Mission at Ft Monroe. Quarters 25, 26, 109, 110, 114, 115, and part of Quarters 132 are located on Accreted land, not Fee owned.

## **APPENDIX B PART 4B HAMPTON ROADS FORT MONROE, VA**

### **1.0 COMMUNITIES**

**a. Location** - Fort Monroe is located in the Tidewater area of Virginia that encompasses the lower Virginia peninsula and the portion of Virginia across Hampton Roads and the mouth of the Chesapeake Bay. The Tidewater Area includes the metropolitan areas of Newport News-Hampton and Norfolk-Portsmouth-Virginia Beach.

(1) The Virginia Peninsula has the James and York Rivers and the Chesapeake Bay each on a different side of the peninsula. The area includes the cities of Hampton, Newport News, Poquoson and Williamsburg and York and James City counties.

(2) The principal military installations on the Virginia Peninsula, besides Fort Monroe, are: Langley Air Force Base, the site of the National Aeronautics and Space Administration Research Center and Headquarters for the Air Combat Command (ACC); Fort Eustis, home of the Army Transportation Corps and a major training post; the Yorktown Naval Weapons Center; and Big Bethel Military Reservation. Across Hampton Roads Harbor are Naval Air Station (NAS) Oceana, Little Creek Amphibious Base, Fort Story and Naval Base Norfolk, the world's largest naval base with about 71,000 active duty military and 16,000

civilian personnel assigned to more than 130 ships, 25 aircraft squadrons, and 70 major commands.

(3) Fort Monroe falls within the city limits of Hampton, which occupies 55 square miles in the Tidewater Area. The post is approximately halfway between Williamsburg and Virginia Beach. On Hampton's northeast border is the Chesapeake Bay; to the west is Newport News; and to the south is the Hampton Roads harbor. The city's average elevation is 20 feet above sea level. Hampton is about 75 miles southeast of Richmond and 175 miles south of Washington, D.C.

**b. Climate** - The Virginia Peninsula is almost surrounded by water with the Chesapeake Bay immediately to the northeast and the Atlantic Ocean to the east. The area's geographic position with respect to the principal storm tracks is especially favorable, being south of the average path of storms originating in the higher latitudes and north of the usual track of hurricanes and other tropical storms. These features combine to place the peninsula in one of the favored climatic regions of the world.

## **2.0 REGIONAL POPULATION**

The Hampton Roads Metropolitan Statistical Area (MSA) covers the southeastern corner of Virginia adjacent to the Atlantic Ocean and the Chesapeake Bay. The MSA is divided by the James River and the harbor of Hampton Roads into two sub-regions: the Peninsula and the Southside. The Peninsula is the northern sub-region and includes the cities of Hampton, Newport News, Poquoson, and Williamsburg; the counties of James City and York, and a portion of Gloucester County. The Southside includes the cities of Chesapeake, Norfolk, Portsmouth, Suffolk, and Virginia Beach; and a portion of Isle of Wight County. The land area covers 2,628 square miles.

The statistical area includes three major port facilities, two international airports, two rail lines, two major shipyards, and several military bases including one of the world's largest naval bases. The population as of 1993 included over one and a half million people.

## **3.0 REGIONAL ECONOMIC CONDITIONS**

**a. Labor** - A labor force of more than 850,000 is available within an hour's drive. This will support any increased requirements for civilian employees during expansion periods.

**b. Right to Work** - Virginia law states that no one may be denied the right to work because of membership or non-membership in a labor union or organization.



**c. Economic Impact of Defense Spending in the Region** - The Hampton Roads Planning District Commission has completed five studies on the role the military plays in the Hampton Roads economy. The current study confirms the crucial nature of federal government defense expenditures in the area's economy, and it analyzes the impact of proposed cuts in defense expenditures.

(1) Military spending impacts the regional economy in three major ways. The first, or direct effect occurs when goods and services are purchased from the local economy by military personnel, their families, or by the installation itself. The second, or indirect effect arises when the suppliers of goods and services purchased with defense money acquire products to fill the demands of the military. A third effect is induced, whereby profits generated by the direct and indirect effects are recycled into the regional economy.

(2) The Navy is the dominant military service in Virginia accounting for 54 percent of all defense spending in the State. The Army and Air Force are a distant second and third, respectively, in their contribution to total DoD outlays. Total DoD spending in Hampton Roads was \$7.0 billion in 1992. Norfolk led the region receiving \$3.1 billion of the DoD total followed by Virginia Beach with \$1.1 billion and Newport News with \$1.0 billion.

(3) Hampton Roads has seven of the nation's sixty largest state side military installations including the Naval Operations Base, Norfolk which is the nation's largest in terms of permanently assigned duty personnel.

(4) All defense workers in Hampton Roads are military personnel, civilians working for the federal government including those who repair ships at the Norfolk Naval Shipyard in Portsmouth, and shipbuilders and ship repairers at the area's private shipyards.

(5) The region's defense workers comprise a significant share of total employment in Hampton Roads. Overall, employment in defense industries accounted for 25.8 percent of all employment in Hampton Roads. Comparable ratios for each side of the region are 25.2 percent in Southeastern Virginia and 28.4 percent on the Peninsula.

(6) Each defense-dependent community obtains the majority of its workforce from its own side of the Hampton Roads region. This is particularly true of the cities in Southeastern Virginia where the labor force is very large. For example, in Norfolk, Portsmouth, and Virginia Beach, 92.9, 94.3 and 96.3 percent, respectively, of each city's workforce comes from the south side of the Hampton Roads harbor as compared to 89.3 percent for Hampton, 78.8 percent for York County, 84.3 percent for Newport News.

(7) The potential direct employment impact of a hypothetical layoff of one thousand jobs in six communities with large concentrations of defense activity was estimated. Without exception, the largest number of jobs lost by area

residents is within the city or county in which the layoff occurs. For example, a layoff resulting in the loss of one thousand jobs in Hampton would cause 560 employed residents in Hampton to lose their jobs. The next largest job loss resulting from the Hampton layoff would occur in Newport News where it might be anticipated that 210 residents of that city would experience a job loss. The total loss in earnings to the region from a hypothetical layoff of one thousand workers is projected to range from \$19.0 million to \$24.4 million depending on where the layoff occurs.

(8) Growth registered locally in the shipbuilding and ship repair industry over the past several decades has been at odds with the experience of the industry nationally. MSA employment in the transportation equipment-manufacturing sector (most of which is devoted locally to shipbuilding and ship repair) has declined slightly since 1986, while employment in the shipbuilding and repair sector nationally has declined sharply.

(9) The Newport News Shipbuilding and Dry Dock Company, the State's largest private employer, has a backlog of seven LA-class submarines, two Nimitz-class aircraft carriers, and the overhaul of the aircraft carrier Enterprise. Despite this backlog, the Shipyard has had to reduce its workforce by approximately 2,000 workers, 1,000 of which are related to the cuts in the Navy's shipbuilding budget.

**d. Employment data** - As can be seen in the data in Table 2-1, the number of workers in total employment in the region has increased by almost 25,000 jobs in the past five years. The number of jobs in farming, mining, construction, wholesale trade and the military has decreased. The increases in job opportunities have been most notable in the service industry and in state government. Federal civil service positions have increased only slightly during the period. As DoD continues to downsize, this chart indicates that the civilian sector is compensating for the reductions, and the local economy is continuing to grow. This results in a better quality of life for Fort Monroe employees and their family members.

#### **4.0 REGIONAL EDUCATION**

**a. Higher Education** - The Hampton Roads' colleges and universities that are listed below enroll more than 75,000 students annually:

- (1) Hampton University and Thomas Nelson Community College in Hampton
- (2) College of William and Mary in Williamsburg
- (3) Virginia Institute of Marine Science at Gloucester Point
- (4) Old Dominion University, Norfolk State University and Virginia Wesleyan in Norfolk
- (5) Christopher Newport University in Newport News
- (6) Other institutions serving Hampton Roads are: Tidewater Center of

- (7) George Washington University, Regent University, Medical College of
- (8) Hampton Roads, Rappahannock Community College, and Tidewater Community College

#### **b. Public School System**

(1) The Hampton Roads public school system includes 34 schools with a total enrollment of about 25,000 students in elementary, middle school and high school. Hampton Roads public school teachers have been cited for state and national awards (including National Teacher of the Year). K-12 offers six different gifted and talented programs. Middle schools provide team teaching approach. The New Horizons Technical Center has two campuses, one in Hampton and the other in Newport News. The center teaches advanced physics and biochemistry to high school students enrolled in the Governor's magnet school for science and technology. Vocational and trade skills that include law enforcement, nursing/health occupations, cosmetology, computer information systems, carpentry, and electronics are also taught at each campus.

(2) School zones determine which schools serve which neighborhoods. Generally, the Hampton Roads school system is neighborhood-based. In establishing school zones, every effort is made not to split neighborhoods or cross major roads, Mercury Boulevard in particular. However, some busing is necessary.

**c. Industrial, Technical and Trade Schools** - NASA's Langley Research Center Technical Program and the Newport News Shipbuilding Apprentice Program are fully accredited vocational-technical schools.

**d. Custom Tailored Training Programs** - The Workforce Services Division of the Virginia Department of Economic Development offers, as a free service, the preparation and coordination of special training programs tailored to meet the needs of qualified new and existing businesses seeking to increase their employment.

### **5.0 COMMUNITY FACILITIES**

#### **a. Recreation**

(1) The Virginia Peninsula includes numerous recreational and cultural facilities. Excellent opportunities are available nearby for all types of water-related activities, and mountain resorts are within easy driving distance.

(2) Virginia maintains a well-developed system of state parks and recreational areas in the mountains, in the rolling Piedmont section and beside bays, lakes and rivers. The system offers opportunities for swimming, boating, fishing, picnicking, biking and other sports.

(3) Excellent opportunities are available within a short radius of the Peninsula for hunting, the area being exceptionally good for deer, ducks and other small game. Few sections of the nation can surpass the Peninsula for both fresh water and saltwater sport fishing.

(4) Boating is a year-round recreational activity on the rivers and numerous smaller bodies of water. Many excellent saltwater bathing beaches are nearby. Several fresh water pools are also located in the Peninsula.

(5) Probably the most significant recreational feature in the entire area is the extensive seashore easily available within a two-hour drive. Atlantic Ocean and Chesapeake Bay beaches are usually open to the public. Some of these beaches are highly developed resort areas such as Virginia Beach and Ocean View, while others are generally maintained in a natural condition such as the Outer Banks of North Carolina and the Assateague National Seashore of both Virginia and Maryland.

#### **b. Local Parks and Recreation**

(1) Community parks provide both active and passive recreation. Community parks include structured ball fields, play lots, tennis courts, fitness tracks, and other facilities for active recreation. Another component of a community park is the relatively undisturbed natural areas for picnicking, hiking, fishing, and other forms of passive recreation.

(2) In addition to a network of neighborhood, community and city parks and supplemental recreation centers, there are special facilities to address unique demands. The Air Power Museum, Sunset Boat Ramp and Fort Wool are specific-purpose facilities to complement other amenities for a well-rounded program.

(3) Golf courses are specific-purpose facilities and scenic open space amenities. The City currently operates one 18-hole municipal golf course on Woodland Road and a new 27-hole championship course on Magruder Boulevard.

(4) Hampton has traditionally profited by its natural waterfront amenities. Its location at the mouth of the Chesapeake Bay offers recreational and scenic opportunities of incalculable value. The Chesapeake Bay and its tributaries is Hampton's greatest physical asset. In the past, it has contributed to the City's quality of life.

#### **c. Libraries**

(1) The City's library system serves another community need. The system operates five facilities and a bookmobile with the following collections:

- (a) Hampton City Public Library - 114,000 volumes
- (b) Willow Oaks Branch - 42,000 volumes
- (c) North Hampton City Branch – 49,000 volumes
- (d) Phoebus Branch - 27,000 volumes, and
- (e) Pine Chapel - 3,000 volumes

(2) The total collection numbers 253,000 volumes. This includes 18,000 titles in the Sub-regional Library for the Visually and Physically Handicapped, which is housed in the main library.

#### **d. Public Safety**

(1) Crucial to the quality of life is the provision of public safety programs and facilities, particularly fire and police protection. The location of fire stations is critical to the operational efficiency of the Fire and Rescue Division. The ability of the Division to respond with emergency service equipment in a minimum of time to any area while maintaining an adequate level of protection throughout the city is the main consideration in locating fire stations.

(2) The effectiveness of the police force is measured in response time to service requests. The Department usually responds within 5 minutes, although non-emergency cases may take as long as 30 minutes.

#### **e. Social Services**

(1) The Social Services Department manages state and federally mandated programs (AFDC, Medicaid, Food Stamps, Protective Services, etc.) as well as local programs such as counseling, referral and foster care. The Department operates out of the old Pembroke High School, with outreach offices in the Hampton Redevelopment and Housing Authority housing projects. The area of greatest demand is day care for children of low income, working parents. The day care that is currently available is too costly and creates a situation where parents cannot afford to work.

(2) Emergency shelters, low-income family housing and shelters for the homeless and de-institutionalized persons are also in demand.

### **6.0 REGIONAL TRANSPORTATION**

#### **a. Region**

(1) The Hampton Roads Metropolitan Statistical Area (MSA) covers the southeastern corner of Virginia adjacent to the Atlantic Ocean and the Chesapeake Bay. The MSA is divided by the James River and the harbor of

Hampton Roads into two sub-regions-the Peninsula and the Southside. The Peninsula is the northern sub-region and includes the cities of Hampton, Newport News, Poquoson, and Williamsburg; the counties of James City and York, and a portion of Gloucester County. The Southside includes the cities of Chesapeake, Norfolk, Portsmouth, Suffolk, and Virginia Beach; and a portion of Isle of Wight County. The land area covers 2,628 square miles.

(2) The statistical area includes three major port facilities, two international airports, two rail lines, two major shipyards, and several military bases including one of the world's largest naval bases. The population as of 2000 included over one and a half million people.

(3) The overall transportation network in the region to include air, land, and sea, is excellent. The air transportation network includes two major commercial airports. Newport News-Williamsburg International Airport is located on the peninsula near Newport News and Williamsburg. Norfolk International Airport is located in northern Norfolk. Military airfields exist at Langley Air Force Base, Fort Eustis, and Camp Peary on the peninsula and the Oceana Naval Air Station and the Norfolk Naval Operations Base south of the James River.

(4) The land transportation network includes the eastern U.S. terminus of a major interstate highway (I-64) with major spurs into Newport News and Portsmouth (I-664), Norfolk Naval Base Complex (I-564), Norfolk (I-264 and I-464), and Virginia Beach (Virginia Beach-Norfolk Expressway, State Route 44). Also, several major primary highways (US routes 13, 17, 58, 60, 258, and 460) either pass through or terminate in the major cities in this region. Numerous Virginia state routes also serve the region with State Route 143 providing one of two direct access roads to Fort Monroe (the other is U.S. Route 258). The land transportation network also includes the sea-land terminus of two major commercial railroad systems, the Norfolk Southern Railway located south of the James River, and the Chesapeake and Ohio (Chessie) Railway located north of the James River. Major rail freight service and Amtrak passenger service is available within the region.

(5) The sea transportation network includes the Port of Hampton Roads with major deep-water terminals in Newport News, Norfolk, and Portsmouth. The Port of Hampton Roads is one of the leading export volume ports in the United States. The U.S. Navy supply and homeports are located within Hampton Roads. The numerous navigable waterways and tributaries within the Hampton Roads water boundaries handle a full mixture of water traffic including commercial fishing vessels, numerous types of barges, and a significant number of recreational craft.

**b. Hampton Roads 2015 Regional Transportation Plan (RTP)** - The Hampton Roads RTP was published in May 1995 by the Hampton Roads Planning Commission. The RTP is a coordinated effort among applicable Federal, State, and Local Governments and agencies. The RTP is a

comprehensive document that recognizes the anticipated growth for the Hampton Roads region and provides both long and short-term strategies and projects to address transportation needs. This long-range plan addresses a planning horizon of twenty years. The Hampton Roads 2015 RTP includes a detailed list of Virginia Department of Transportation (VDOT) projects for the major traffic corridors in the region. The traffic corridors most critical to the immediate Fort Monroe transportation needs are I-64 and U.S. Route 258 (Mercury Boulevard). In the VDOT corridor improvements program (FY 95-98 and long range) there are several projects addressing these two corridors. Projects include adding lanes and High Occupancy Vehicle (HOV) lanes to I-64 and adding lanes to Mercury Boulevard. These projects will improve the Fort Monroe transportation access and egress.

**c. Public Transportation** - The Peninsula Transportation District Commission, a public transportation agency better known as Pentran, was created to provide the cities of Hampton and Newport News with bus transportation. Both cities contribute to the operation of Pentran, and thus have an interest in service levels and routes offered by the agency. Most routes pass through both downtown Hampton and downtown Newport News. Each has high concentrations of low-income families and historically the highest levels of passenger use within the network. Other groups of people who also tend to use the system more than others are elderly people, young people not yet old enough to drive, and disabled persons.

**d. Private Transportation** - As is the case with most Metropolitan Areas, the use of the privately owned motor vehicle for transportation has taken on immense proportions of daily life. The problems continue to grow as the numbers of passenger vehicle registrations in this region have grown from about 750,000 in 1984 to one million in 1995.

#### **e. Highways and Access Roads**

(1) The major artery through Hampton is Interstate 64 that connects with Interstate 95, Interstate 85 and Interstate 664. I-64 provides access to the entire Hampton Roads area with 23 local interchanges. U.S. Highways 60, 258, and 17 also serve the region, and U.S. Route 13 connects Hampton Roads with the Eastern Shore of Virginia and Maryland.

(2) The two major regional transportation corridors serving Fort Monroe are I-64 and U.S. Route 258 (Mercury Boulevard). Regional growth will continue to cause these two corridors to experience some traffic congestion. However, as noted above, there are several VDOT projects programmed which will improve these two roadways. Fort Monroe is located within one mile of Interstate Highway I-64 Exit 268. Two main roads provide direct access to Fort Monroe as follows:

(3) U.S. Route 258: From Hampton, VA, across Mill Creek via the Mercury Boulevard Bridge to the installation main entrance.

(4) VA State Route 143: From Hampton, VA, across Mill Creek via the Mugler Road Bridge to the installation main entrance.

(5) On the installation, both a primary and a secondary circulation network exist. The primary circulation network is composed of two loops (one large and one small) both of which commence and end at the main entrance. The larger loop is a circular route that starts with a short southerly segment of Ingalls Road, then east on Stilwell Drive, then south and west on Fenwick Road, then north on McNair Drive to the main entrance intersection with Ingalls Road.

(6) The secondary circulation network comprises three general road groupings. One grouping is the roads (Patch, Pratt, Reeder, Murray, Griffith, Tidball, and Harrison) outside the fortress and moat but within the larger primary circulation loop. The second grouping is the fortress inner road (Bernard Road) and its access roads (Main Gate, North Gate, and East Gate). The final grouping is Fenwick Road from Stilwell north along the north and east boundary to the vicinity of Dog Beach. Other minor secondary roads link the primary and secondary systems throughout the installation.

#### **f. Commercial Airpor**

(1) Two major airports are within a 30 minutes drive from Fort Monroe: Newport News-Williamsburg International in Newport News and Norfolk International in Norfolk. Together they have 14 passenger airlines and three major cargo airlines. Norfolk International, one of the 50 busiest airports in the U.S., is home to a permanent customs facility. The Newport News-Williamsburg airport opened a new, 115,000 square foot, award-winning terminal building in January 1993.

(2) On Fort Monroe, a small VFR (Visual Flight Rules) airfield exists. It is aligned north approximately 37 degrees East with 2,800 feet of runway, capable of only light-duty aircraft, however it is inactive to fixed winged aircraft. The airfield is used as a heliport.

**g. Commercial Rail System** - Hampton Roads is served by Norfolk Southern Corp, CSX Rail Transport and Amtrak railroads. Amtrak provides passenger service from Newport News with daily trips to Washington D.C., Baltimore, Philadelphia, New York and Boston. Fort Monroe is located within 30 miles of two major commercial railway systems: Norfolk Southern Railway located south of the James River and Chesapeake and Ohio (Chessie) Railway located north of the James River. In the past, direct rail service existed to Fort Monroe via a spur line of the Chesapeake and Ohio Railway. This spur was terminated some years ago and most of the track has been removed or covered during the years. No rail service is planned for the installation.



#### **h. Commercial Water Terminals**

(1) The Port of Hampton Roads, the world's largest natural deep-water harbor, leads the nation in foreign exports, shipping 68.6 million short tons in 1993. The harbor boasts the greatest volume of total tonnage on the East Coast, and leads the world in coal exports. On the Virginia Peninsula, the Port includes the Newport News Marine Terminal which has five berths equipped to handle container, break-bulk, roll-on/roll-off and LASH cargos. Modern facilities cover 140 acres and offer covered rail access and more than 950,000 square feet of covered pier and warehousing. Rail cars can off-load directly to heavy-lift trailers.

(2) Fort Monroe is located within 30 miles of the three major Hampton Roads commercial seaports (Newport News, Norfolk, and Portsmouth) and the major U.S. Navy Norfolk Naval Operations Base. Approximately half of the installation borders on Hampton Roads, with immediate water depths from 5 to 30 feet. Fort Monroe owns and operates a small craft 208-slip marina, located at the southwest corner of the installation.

### **APPENDIX C**

#### **RESERVED**

**APPENDIX D**  
**FEDERAL ACQUISITION REGULATION (FAR) AND DEFENSE FEDERAL**  
**ACQUISITION REGULATION SUPPLEMENT (DFARS) CLAUSES**  
**DACA31-02-R-0005**

**RFQ PROVISIONS AND CONTRACT CLAUSES IAW FAR & DFARS PART 12**

This RFQ incorporates clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at <http://www.arnet.gov>. Clauses 52.212-1, 52.212-2 and 52.212-4 have been tailored.

**52.212-1 Instructions to Offerors – Commercial Items (Oct 2000)**

a. The North American Industry Classification System (NAICS) code is 233110 (SIC 6552) and small business size standard is \$5M. However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

b. Submission of Statements of Qualifications (SOQ). Submit signed and dated SOQ to the address in paragraph 1.2.2 of the RFQ at or before the exact time specified in this paragraph. SOQ may be submitted on letterhead stationery and as a minimum must show

- (1) The RFQ number (DACA31-02-R-0005)
- (2) The time specified in the solicitation for receipt SOQ;
- (3) The name, address, and telephone number of the prospective developer.
- (4) The SOQ in sufficient detail to evaluate compliance with the requirements in the solicitation.
- (5) "Remit to" address, if different than mailing address;
- (6) A completed copy of the representations and certifications at FAR 52.212-3;
- (7) Acknowledgment of Solicitation Amendments;

- (8) Past performance information in sufficient detail to evaluate the signed and dated SOQ must be in compliance with the requirements in the solicitation.
- (9) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.

c. Late submissions. Statement of Qualifications or modifications received at the address specified for the receipt of information after the exact time specified in Paragraph (Section) 1.2.2, will not be considered.

d. Contract award. The Government intends to evaluate each Statement of Qualifications during Step One and make a recommendation for the competitive range without discussions. Therefore, the initial Statement of Qualifications should comply with requirements in the solicitation and focus on the facts that are most relevant to the evaluation factors. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all Statements of Qualifications if such action is in the public interest; and waive informalities and minor irregularities in Statements of Qualifications received.

e. Data Universal Numbering System (DUNS) Number. (Applies to offers exceeding \$25,000.) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" followed by the DUNS number that identifies the offeror's name and address. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet to obtain one at no charge. An offeror within the United States may call 1-800-333-0505. The offeror may obtain more information regarding the DUNS number, including locations of local Dun and Bradstreet Information Services offices for offerors located outside the United States, from the Internet home page at <http://www.customerservicer@dnb.com>. If an offeror is unable to locate a local service center, it may send an email to Dun and Bradstreet at <http://globalinfo@mail.dnb.com>.

(End of provision)

## **52.212-2 Evaluation – Commercial Items (Jan. 1999)**

- (a) The Government will award a contract resulting from this solicitation to the developer whose qualifications conforming to the solicitation will be

most advantageous to the Government, all factors considered. The factors are located in Section 4.0 titled "Developer Selection Process."

(b) The term of the contract will be addressed during the CDMP.

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of provision)

**52.212-3--Offeror Representations and Certifications -- Commercial Items (May 2001)**

(a) Definitions. As used in this provision:

"Emerging small business" means a small business concern whose size is no greater than 50 percent of the numerical size standard for the NAICS code designated.

Forced or indentured child labor means all work or service –

(1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or

(2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.

Service-disabled veteran-owned small business concern –

(1) Means a small business concern –

(i) Not less than 51 percent of which is owned by one or more service - disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C.101(2), with a disability that is service-connected, as defined in 38 U.S.C.101(16).

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

Veteran-owned small business concern means a small business concern -

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C.101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

Women-owned small business concern" means a small business concern which is at least 51 percent owned by one or more women; or, in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women and whose management and daily business operations are controlled by one or more women.

"Women-owned business concern" means a small business concern

(1) That is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(b) Taxpayer Identification Number (TIN) (26 U.S.C.6109, 31 U.S.C.7701). (Not applicable if the offeror is required to provide this information to a central contractor registration database to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (b)(3) through (b)(5) of this provision to comply with debt collection requirements of 31 U.S.C.7701(c) and 3325(d), reporting requirements of 26 U.S.C.6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the Government to collect and report on

any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C.7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR [4.904](#), the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(3) Taxpayer Identification Number (TIN).

- ☐ TIN: \_\_\_\_\_
- ☐ TIN has been applied for.
- ☐ TIN is not required because:
  - ☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
  - ☐ Offeror is an agency or instrumentality of a foreign government;
  - ☐ Offeror is an agency or instrumentality of the Federal Government.

(4) Type of organization.

- ☐ Sole proprietorship;
- ☐ Partnership;
- ☐ Corporate entity (not tax-exempt);
- ☐ Corporate entity (tax-exempt);
- ☐ Government entity (Federal, State, or local);
- ☐ Foreign government;
- ☐ International organization per 26 CFR 1.6049-4;
- ☐ Other \_\_\_\_\_

(5) Common parent.

- ☐ Offeror is not owned or controlled by a common parent;
- ☐ Name and TIN of common parent:

Name \_\_\_\_\_

TIN \_\_\_\_\_

(c) Offerors must complete the following representations when the resulting contract is to be performed inside the United States, its territories or possessions, Puerto Rico, the Trust Territory of the Pacific Islands, or the District of Columbia. Check all that apply.

(1) Small business concern. The offeror represents as part of its offer that it ☐ is, ☐ is not a small business concern.

(2) Veteran-owned small business concern. [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents as part of its offer that it [ ] is, [ ] is not a veteran-owned small business concern.

(3) Service-disabled veteran-owned small business concern. [Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (c)(2) of this provision.] The offeror represents as part of its offer that it [ ] is, [ ] is not a service-disabled veteran-owned small business concern.

(4) Small disadvantaged business concern. [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents, for general statistical purposes, that it [ ] is, [ ] is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

(5) Women-owned small business concern. [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents that it [ ] is, [ ] is not a women-owned small business concern.

Note: Complete paragraphs (c)(6) and (c)(7) only if this solicitation is expected to exceed the simplified acquisition threshold.

(6) Women-owned business concern (other than small business concern). [Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents that it [ ] is a women-owned business concern.

(7) Tie bid priority for labor surplus area concerns. If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

(8) Small Business Size for the Small Business Competitiveness Demonstration Program and for the Targeted Industry Categories under the Small Business Competitiveness Demonstration Program. [Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.]

(i) (Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the four designated industry groups (DIGs).) The offeror represents

as part of its offer that it [ ] is, [ ] is not an emerging small business.

(ii)(Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or four designated industry groups (DIGs).) Offeror represents as follows:

(A) Offeror's number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or

(B) Offeror's average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

(Check one of the following):

Number of Employees	Average Annual Gross Revenues
<input type="checkbox"/> 50 or fewer	<input type="checkbox"/> \$1 million or less
<input type="checkbox"/> 51 - 100	<input type="checkbox"/> \$1,000,001 - \$2 million
<input type="checkbox"/> 101 - 250	<input type="checkbox"/> \$2,000,001 - \$3.5 million
<input type="checkbox"/> 251 - 500	<input type="checkbox"/> \$3,500,001 - \$5 million
<input type="checkbox"/> 501 - 750	<input type="checkbox"/> \$5,000,001 - \$10 million
<input type="checkbox"/> 751 - 1,000	<input type="checkbox"/> \$10,000,001 - \$17 million
<input type="checkbox"/> Over 1,000	<input type="checkbox"/> Over \$17 million

(9) (Complete only if the solicitation contains the clause at FAR [52.219-23](#), Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns, or FAR [52.219-25](#), Small Disadvantaged Business Participation Program -- Disadvantaged Status and Reporting, and the offeror desires a benefit based on its disadvantaged status.)

(i) General. The offeror represents that either –

(A) It [ ] is [ ] is not certified by the Small Business Administration as a small disadvantaged business concern and identified, on the date of this representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration (PRO-Net), and that no material change in disadvantaged ownership and control has occurred since its certification,



and, where the concern is owned by one or more individuals claiming disadvantaged status, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); or

(B) It ☐ has, ☐ has not submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(ii) Joint Ventures under the Price Evaluation Adjustment for Small Disadvantaged Business Concerns. The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements in 13 CFR 124.1002(f) and that the representation in paragraph (c)(7)(i) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. [The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: \_\_\_\_\_.]

(d) Representations required to implement provisions of Executive Order 11246 -

(1) Previous contracts and compliance. The offeror represents that –

(i) It ☐ has, ☐ has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation; and

(ii) It ☐ has, ☐ has not filed all required compliance reports.

(2) Affirmative Action Compliance. The offeror represents that --

(i) It ☐ has developed and has on file, ☐ has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR Parts 60-1 and 60-2), or

(ii) It ☐ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) Certification Regarding Payments to Influence Federal Transactions (31 U.S.C.1352). (Applies only if the contract is expected to exceed \$100,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract.

(f) Buy American Act -- Balance of Payments Program Certificate.

(Applies only if the clause at Federal Acquisition Regulation (FAR) [52.225-1](#), Buy American Act -- Balance of Payments Program -- Supplies, is included in this solicitation.)

(1) The offeror certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product as defined in the clause of this solicitation entitled "Buy American Act -- Balance of Payments Program -- Supplies" and that the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

(2) Foreign End Products:

Line Item No.:

Country of Origin:

\_\_\_\_\_  
(List as necessary)

(3) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(g) (1) Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program Certificate.

(Applies only if the clause at FAR [52.225-3](#), Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(1)(ii) or (g)(1)(iii) of this provision, is a domestic end product as defined in the clause of this solicitation entitled "Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program" and that the offeror has considered components of unknown origin to have

been mined, produced, or manufactured outside the United States.

(ii) The offeror certifies that the following supplies are NAFTA country end products or Israeli end products as defined in the clause of this solicitation entitled "Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program":

NAFTA Country or Israeli End Products

Line Item No.:

Country of Origin:

(List as necessary)

(iii) The offeror shall list those supplies that are foreign end products (other than those listed in paragraph (g)(1)(ii) of this provision) as defined in the clause of this solicitation entitled "Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program." The offeror shall list as other foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

Other Foreign End Products

Line Item No.:

Country of Origin:

(List as necessary)

(iv) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(h) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). (Applies only if the contract value is expected to exceed the simplified acquisition threshold.) The offeror certifies, to the best of its knowledge and belief, that –

(1) The offeror and/or any of its principals [ ] are, [ ] are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) [ ] Have, [ ] have not, within the three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state

antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property;

(3) ☐ Are, ☐ are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses; and

(4) (i) The offeror, aside from the offenses enumerated in paragraphs (1), (2), and (3) of this paragraph (h), ☐ has ☐ has not within the past three years, relative to tax, labor and employment, environmental, antitrust, or consumer protection laws--

(A) Been convicted of a Federal or state felony (or has any Federal or state felony indictments currently pending against them); or

(B) Had a Federal court judgment in a civil case brought by the United States rendered against them; or

(C) Had an adverse decision by a Federal administrative law judge, board, or commission indicating a willful violation of law.

(ii) If the offeror has responded affirmatively, the offeror shall provide additional information requested by the Contracting Officer.

(i) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). The offeror certifies, to the best of its knowledge and belief, that --

(1) The offeror and/or any of its principals ☐ are, ☐ are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency; and

(2) ☐ Have, ☐ have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and ☐ are, ☐ are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

- (1) Certification Regarding Knowledge of Child Labor for Listed End Products (Executive Order 13126). [The Contracting Officer must list in paragraph (j)(1) any end products being acquired under this solicitation that are included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, unless excluded at [22.1503\(b\)](#).]

(2) Listed End Product

Listed End Product	Listed Countries of Origin:

- (3) Certification. [If the Contracting Officer has identified end products and countries of origin in paragraph (j)(1) of this provision, then the offeror must certify to either (j)(2)(i) or (j)(2)(ii) by checking the appropriate block.]

☐ (i) The offeror will not supply any end product listed in paragraph (j)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product.

☐ (ii) The offeror may supply an end product listed in paragraph (j)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The offeror certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture any such end product furnished under this contract. On the basis of those efforts, the offeror certifies that it is not aware of any such use of child labor.

(End of Provision)

**52.212-4 -- Contract Terms and Conditions -- Commercial Items (Dec 2001)**

(a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The Government must exercise its post-acceptance rights –

(1) Within a reasonable time after the defect was discovered or should have been discovered; and

(2) Before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C.3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) Disputes. This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C.601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR [52.233-1](#), Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) Definitions. The clause at FAR [52.202-1](#), Definitions, is incorporated herein by reference.

(f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice. The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized,) to the address designated in the contract to receive invoices. An invoice must include –

(1) Name and address of the Contractor;

- (2) Invoice date;
  - (3) Contract number, contract line item number and, if applicable, the order number;
  - (4) Description, quantity, unit of measure, unit price and extended price of the items delivered;
  - (5) Shipping number and date of shipment including the bill of lading number and weight of shipment if shipped on Government bill of lading;
  - (6) Terms of any prompt payment discount offered;
  - (7) Name and address of official to whom payment is to be sent; and
  - (8) Name, title, and phone number of person to be notified in event of defective invoice. Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C.3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. Contractors are encouraged to assign an identification number to each invoice.
- (h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.
- (i) Payment. (1) Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C.3903) and Office of Management and Budget (OMB) Circular A-125, *Prompt Payment*. If the Government makes payment by Electronic Funds Transfer (EFT), see [52.212-5\(b\)](#) for the appropriate EFT clause. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.
- (i)(2) The Contractor shall be paid a fixed sum of \$350,000 following completion of Phase 1 project planning. No other payments shall be due to the Contractor in consideration for its performance under this contract. The Contractor will be deemed to have completed Phase 1 providing it delivers to the government a Community Development and Management

Plan containing at least components, in substantially completed form, referenced in Section 2.1 of this RFQ. Payment alone does not obligate the Government to implement phase 2 with contractor.

(j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.



(o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) Limitation of liability. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C.1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C.431 relating to officials not to benefit; 40 U.S.C.327, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C.51-58, Anti-Kickback Act of 1986; 41 U.S.C.265 and 10 U.S.C.2409 relating to whistleblower protections; 49 U.S.C.40118, Fly American; and 41 U.S.C.423 relating to procurement integrity.

(s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order:

(1) The schedule of supplies/services.

(2) The Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause.

(3) The clause at [52.212-5](#).

(4) Addenda to this solicitation or contract, including any license agreements for computer software.

(5) Solicitation provisions if this is a solicitation.

(6) Other paragraphs of this clause.

(7) The Standard Form 1449.

(8) Other documents, exhibits, and attachments.

(9) The specification.

(End of Clause)

**52.212-5--Contract Terms and Conditions Required to Implement Statutes or Executive Orders -- Commercial Items (Dec 2001)**

(a) The Contractor shall comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

(1) [52.222-3](#), Convict Labor (E.O.11755).

(2) [52.233-3](#), Protest after Award (31 U.S.C.3553).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components:

[Contracting Officer must check as appropriate.]

☒ (1) [52.203-6](#), Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C.253g and 10 U.S.C.2402).

☐ (2) [52.219-3](#), Notice of Total HUBZone Small Business Set-Aside (Jan 1999).

☒ (3) [52.219-4](#), Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so indicate in its offer).

☐ (4) (i) [52.219-5](#), Very Small Business Set-Aside (Pub.L.103-403, section 304, Small Business Reauthorization and Amendments Act of 1994).

☐ (ii) Alternate I to [52.219-5](#).

☐ (iii) Alternate II to [52.219-5](#).

☒ (5) [52.219-8](#), Utilization of Small Business Concerns (15 U.S.C.637 (d)(2) and (3)).

☐ (6) [52.219-9](#), Small Business Subcontracting Plan (15 U.S.C.637(d)(4)).

☐ (7) [52.219-14](#), Limitations on Subcontracting (15 U.S.C.637(a)(14)).

\_\_\_\_ (8) (i) [52.219-23](#), Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (Pub.L.103-355, section 7102, and 10 U.S.C.2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

\_\_\_\_ (ii) Alternate I of [52.219-23](#).

\_\_\_\_ (9) [52.219-25](#), Small Disadvantaged Business Participation Program -- Disadvantaged Status and Reporting (Pub.L.103-355, section 7102, and 10 U.S.C.2323).

\_\_\_\_ (10) [52.219-26](#), Small Disadvantaged Business Participation Program -- Incentive Subcontracting (Pub.L.103-355, section 7102, and 10 U.S.C.2323).

\_X\_ (11) [52.222-21](#), Prohibition of Segregated Facilities (Feb 1999).

\_X\_ (12) [52.222-26](#), Equal Opportunity (E.O.11246).

\_X\_ (13) [52.222-35](#), Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (38 U.S.C.4212).

\_X\_ (14) [52.222-36](#), Affirmative Action for Workers with Disabilities (29 U.S.C.793).

\_X\_ (15) [52.222-37](#), Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (38 U.S.C.4212).

\_\_\_\_ (16) [52.222-19](#), Child Labor -- Cooperation with Authorities and Remedies (E.O.13126).

\_\_\_\_ (17) (i) [52.223-9](#), Estimate of Percentage of Recovered Material Content for EPA-Designated Products (42 U.S.C.6962(c)(3)(A)(ii)).

\_\_\_\_ (ii) Alternate I of [52.223-9](#) (42 U.S.C.6962(i)(2)(C)).

\_\_\_\_ (18) [52.225-1](#), Buy American Act -- Balance of Payments Program -- Supplies (41 U.S.C.10a-10d).

\_\_\_\_ (19)(i) [52.225-3](#), Buy American Act -- North American Free Trade Agreement -- Israeli Trade Act -- Balance of Payments Program (41 U.S.C.10a-10d, 19 U.S.C.3301 note, 19 U.S.C.2112 note).

\_\_\_\_ (ii) Alternate I of [52.225-3](#).

\_\_\_\_ (iii) Alternate II of [52.225-3](#).

\_\_\_\_ (20) [52.225-5](#), Trade Agreements (19 U.S.C.2501, et seq., 19 U.S.C.3301 note).

X (21) [52.225-13](#), Restriction on Certain Foreign Purchases (E.O.12722, 12724, 13059, 13067, 13121, and 13129).

\_\_\_\_ (22) [52.225-15](#), Sanctioned European Union Country End Products (E.O. 12849).

\_\_\_\_ (23) [52.225-16](#), Sanctioned European Union Country Services (E.O.12849).

\_\_\_\_ (24) [52.232-33](#), Payment by Electronic Funds Transfer -- Central Contractor Registration (31 U.S.C.3332).

X (25) [52.232-34](#), Payment by Electronic Funds Transfer -- Other than Central Contractor Registration (31 U.S.C.3332).

\_\_\_\_ (26) [52.232-36](#), Payment by Third Party (31 U.S.C.3332).

\_\_\_\_ (27) [52.239-1](#), Privacy or Security Safeguards (5 U.S.C.552a).

\_\_\_\_ (28) (i) [52.247-64](#), Preference for Privately Owned U.S.-Flag Commercial Vessels (46 U.S.C.1241).

\_\_\_\_ (ii) Alternate I of [52.247-64](#).

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

[Contracting Officer check as appropriate.]

\_\_\_\_ (1) [52.222-41](#), Service Contract Act of 1965, As Amended (41 U.S.C.351, et seq.).

\_\_\_\_ (2) [52.222-42](#), Statement of Equivalent Rates for Federal Hires (29 U.S.C.206 and 41 U.S.C.351, et seq.).

\_\_\_\_ (3) [52.222-43](#), Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C.206 and 41 U.S.C.351, et seq.).

\_\_\_\_ (4) [52.222-44](#), Fair Labor Standards Act and Service Contract Act -- Price Adjustment (29 U.S.C.206 and 41 U.S.C.351, et seq.).

\_\_\_\_ (5) [52.222-47](#), SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C.351, et seq.).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at [52.215-2](#), Audit and Records -- Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components –

(1) [52.222-26](#), Equal Opportunity (E.O.11246);

(2) [52.222-35](#), Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (38 U.S.C.4212);

(3) [52.222-36](#), Affirmative Action for Workers with Disabilities (29 U.S.C.793);

(4) [52.247-64](#), Preference for Privately-Owned U.S.- Flag Commercial Vessels (46 U.S.C.1241) (flow down not required for subcontracts awarded beginning May 1, 1996); and

(5) [52.222-41](#), Service Contract Act of 1965, As Amended (41 U.S.C.351, et seq.).

(End of Clause)

**252.212-7000 Offeror Representations and Certifications - Commercial Items (Nov 1995)**

(a) Definitions. As used in this clause

(1) "Foreign person" means any person other than a United States person as defined in Section 16(2) of the Export Administration Act of 1979 (50 U.S.C. App. Sec. 2415).

(2) "United States person" is defined in Section 16(2) of the Export Administration Act of 1979 and means any United States resident or national (other than an individual resident outside the United States and employed by other than a United States person), any domestic concern (including any permanent domestic establishment of any foreign concern), and any foreign subsidiary or affiliate (including any permanent foreign establishment) of any domestic concern which is controlled in fact by such domestic concern, as determined under regulations of the President.

(b) Certification. By submitting this offer, the Offeror, if a foreign person, company or entity, certifies that it

(1) Does not comply with the Secondary Arab Boycott of Israel; and

(2) Is not taking or knowingly agreeing to take any action, with respect to the Secondary Boycott of Israel by Arab countries, which 50 U.S.C. App. Sec. 2407(a) prohibits a United States person from taking.

(c) Representation of Extent of Transportation by Sea. (This representation does not apply to solicitations for the direct purchase of ocean transportation services).

(1) The Offeror shall indicate by checking the appropriate blank in paragraph (c)(2) of this provision whether transportation of supplies by sea is

anticipated under the resultant contract. The term "supplies" is defined in the Transportation of Supplies by Sea clause of this solicitation.

(2) Representation. The Offeror represents that it:

\_\_\_\_\_ Does anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

\_\_\_\_\_ Does not anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

(3) Any contract resulting from this solicitation will include the Transportation of Supplies by Sea clause. If the Offeror represents that it will not use ocean transportation, the resulting contract will also include the Defense Federal Acquisition Regulation Supplement clause at 252.247-7024, Notification of Transportation of Supplies by Sea.

(End of provision)

**252.212-7001 Contract Terms and Conditions Required to Implement Statutes or Executive Orders Applicable to Defense Acquisitions of Commercial Items (Nov 2001)**

(a) The Contractor agrees to comply with the following IFederal Acquisition Regulation (FAR) clause which, if checked, is included in this contract by reference to implement provisions of law or Executive Orders applicable to acquisitions of commercial items or components.

☒ 52.203-3 Gratuities (APR 1984) (10 U.S.C. 2207)

(b) The Contractor agrees to comply with any clause that is checked on the following list of Defense FAR Supplement clauses which, if checked, is included in this contract by reference to implement provisions of law or Executive Orders applicable to acquisitions of commercial items or components.

☐ 252.205-7000 Provision of Information to Cooperative Agreement Holders (DEC 1991) (10 U.S.C. 2416).

☐ 252.206-7000 Domestic Source Restriction (DEC 1991) (10 U.S.C. 2304).

☐ 252.219-7003 Small, Small Disadvantaged, and Women-Owned Small Business Subcontracting Plan (DoD Contracts) (APR 1996) (15 U.S.C. 637).

☐ 252.219-7004 Small, Small Disadvantaged, and Women-Owned Small Business Subcontracting Plan (Test Program) (JUN 1997) (15 U.S.C. 637 note).

☐ 252.225-7001 Buy American Act and Balance of Payments Program (MAR 1998) (U.S.C. 10a-10d, E.O. 10582).

X   252.225-7007 Buy American Act -- Trade Agreements -- Balance of Payments Program (SEP 2001) (41 U.S.C. 10a-10d, 19 U.S.C. 2501-2518, and 19 U.S.C. 3301 note).

  X   252.225-7012 Preference for Certain Domestic Commodities. (AUG 2000) (10 U.S.C. 2241 note).

       252.225-7014 Preference for Domestic Specialty Metals (MAR 1998) (10 U.S.C. 2241 note).

       252.225-7015 Preference for Domestic Hand or Measuring Tools (DEC 1991) (10 U.S.C. 2241 note).

       252.225-7016 Restriction on Acquisition of Ball and Roller Bearings (DEC 2000) (       Alternate I) (DEC 2000) (Section 8064 of Pub.L.106-259)

       252.225-7021 Trade Agreements (SEP 2001) (19 U.S.C. 2501-2518 and 19 U.S.C. 3301 note).

       252.225-7027 Restriction on Contingent Fees for Foreign Military Sales (MAR 1998) (22 U.S.C. 2779).

       252.225-7028 Exclusionary Policies and Practices of Foreign Governments (DEC 1991) (22 U.S.C. 2755).

       252.225-7029 Preference for U.S. or Canadian Air Circuit Breakers (AUG 1998) (10 U.S.C. 2534(a)(3)).

       252.225-7036 Buy American Act --North American Free Trade Agreement Implementation Act -- Balance of Payments Program (MAR 1998) (       Alternate I) (SEP 1999) (41 U.S.C. 10a-10d and 19 U.S.C. 3301 note).

  X   252.227-7015 Technical Data -- Commercial Items (NOV 1995) (10 U.S.C. 2320).

  X   252.227-7037 Validation of Restrictive Markings on Technical Data (SEP 1999) (10 U.S.C. 2321).

---

  X   252.243-7002 Requests for Equitable Adjustment (MAR 1998) (10 U.S.C. 2410).

  X   252.247-7023 Transportation of Supplies of Sea (MAR 2000)  
      (       Alternate I) (MAR 2000)  
      (       Alternate II) (MAR 2000) (10 U.S.C. 2631)

  X   252.247-7024 Notification of Transportation of Supplies by Sea (MAR 2000) (10 U.S.C. 2631).

---



(c) In addition to the clauses listed in paragraph (e) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Items clause of this contract ([52.212-5](#)), the Contractor shall include the terms of the following clauses, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

252.225-7014      Preference for Domestic Specialty Metals, Alternate I (MAR 1998) (10 U.S.C. 2241 note)

**252.247-7023**      Transportation of Supplies by Sea (MAR 2000) (10 U.S.C. 2631)

252.247-7024      Notification of Transportation of Supplies by Sea (MAR 2000) (10 U.S.C. 2631).

(END OF CLAUSE)

---

**APPENDIX E**  
**New Federal Acquisition Regulation for Requirements**  
**Supporting Procurement of Recycled Products and**  
**Environmentally Preferable Services**  
**DACA31-02-R-0005**

The Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council have agreed on a final rule amending the Federal Acquisition Regulation (FAR) to implement Executive Order (E.O.) 13101, Greening the Government through Waste Prevention, Recycling, and Federal Acquisition, dated September 14, 1998. The FAR, as amended by this rule, is applicable to solicitations issued on or after August 7, 2000.

The objective of the rule is to improve the Government's use of recycled products and environmentally preferable products and services. E.O. 13101 requires revision of the Federal Acquisition Regulation to prescribe policies for the acquisition and use of environmentally preferable products and services through procurement preference programs favoring the purchase of these products and services. The rule primarily affects the internal operating procedures of Government agencies.

The new rule:

- Revises FAR Subpart 7.1 to ensure that requirements for printing and writing paper meet minimum content requirements specified in the E.O.;

- Revises Subpart 11.3 to add definitions and special requirements to implement E.O. requirements and Environmental Protection Agency (EPA) regulations governing acquisitions of printing and writing paper, and to clarify that contracting officers may include in solicitations additional information requirements when needed to determine if the offeror's product meets requirements for recycled content or related standards;

- Clarifies in Part 13 how the procurement requirements of the Resource Conservation and Recovery Act, 42 U.S.C. 6962, apply to micro-purchases and acquisitions that do not exceed \$100,000; and

- Reorganizes and revises Subparts 23.4 and 23.7 and associated clauses to conform with E.O. 13101 and the Resource Conservation and Recovery Act.

To read the Final Rule, [Federal Register: June 6, 2000 (Volume 65, Number 109)]

[Rules and Regulations]

[Page 36016-36021]

From the Federal Register Online via GPO Access [[wais.access.gpo.gov](http://wais.access.gpo.gov)]

[DOCID:fr06jn00-25]

**APPENDIX F**  
**GENERAL OUTLINE FOR CDMP**  
**DACA31-02-R-0005**

**1. Development Plan**

- 1.1 Development Strategy
  - 1.1.1 Vision, Goals and Objectives
  - 1.1.2 Addressing the Deficit
  - 1.1.3 Initial Development Plan
  - 1.1.4 Plan for Long-Term Development Requirements
- 1.2 Design Strategy
  - 1.2.1 Site Description
  - 1.2.2 Site Opportunities and Constraints
  - 1.2.3 Planning and Design Principles
- 1.3 Development Concept of Operations
- 1.4 Neighborhood / Village
  - 1.4.1 Description of Existing Villages
  - 1.4.2 Site Opportunities and Constraints
  - 1.4.3 Planning and Design Principles
  - 1.4.4 Initial Development Plan
  - 1.4.5 Out-Year Development Plan
- 1.5 New Dwelling Units
  - 1.5.1 Planning and Design Principles
- 1.6 Revitalization and Renovation
  - 1.6.1 Planning and Design Principles
- 1.7 Ancillary Support Facilities
- 1.8 NEPA Process and Environmental Management / Stewardship
- 1.9 Technical Plan
  - 1.9.1 Project Scope Definition
  - 1.9.2 Technical Specifications
    - 1.9.2.1 Environmental Considerations
    - 1.9.2.2 Site and Landscape Specifications
    - 1.9.2.3 Building Codes
    - 1.9.2.4 Utility Management Strategy
      - 1.9.2.4.1 Energy Conservation Plan
      - 1.9.2.4.2 Demarcations
    - 1.9.2.5 Revitalization Matrix
    - 1.9.2.6 Installation Status Report
  - 1.9.3 Construction Management Plan
    - 1.9.3.1 Construction Phasing
    - 1.9.3.2 Quality Control Plan
    - 1.9.3.3 Safety Plan
    - 1.9.3.4 Subcontracting and Small Business Plan
    - 1.9.3.5 Resident Management Plan
    - 1.9.3.6 Project Reporting
    - 1.9.3.7 Project Control Group

- 1.10 Drawings / Graphics
  - 1.10.1 Site Opportunities and Constraints
    - 1.10.1.1 Overall Site / Installation
    - 1.10.1.2 Neighborhood / Village
  - 1.10.2 Land Use Plans
    - 1.10.2.1 Installation / Master Planning
    - 1.10.2.2 Neighborhood / Village
  - 1.10.3 Neighborhood / Village Utility Plans (Overview)
  - 1.10.4 Residential Design Drawings
    - 1.10.4.1 New Dwelling Units
    - 1.10.4.2 Renovated Units
- 2. **Financial Plan and Transactional Instruments**
  - 2.1 Structure Overview
    - 2.1.1 Description / Summary of Deal Structure
    - 2.1.2 Equity Structure and Returns
    - 2.1.3 Debt Structure and Returns
    - 2.1.4 Use of MHPI Authorities
    - 2.1.5 Fees and Incentives for all Functional Elements
  - 2.2 Legal Structure Overview
    - 2.2.1 Description / Summary of Structure
    - 2.2.2 Tax Structure
    - 2.2.3 Participation Agreement
    - 2.2.4 Control of Funds Plan: Lock Box, Reserve Accounts, Segregated Accounts
  - 2.3 Governance and Asset Management
    - 2.3.1 Organization and Structure
    - 2.3.2 Administration of Organization
    - 2.3.3 Board of Directors / Major Decision Committee / Executive Council
    - 2.3.4 Audit Program for all Functional Elements
    - 2.3.5 Plans and Review Process
    - 2.3.6 Integrated Reporting Process
    - 2.3.7 Integrated Incentive Performance Plan
  - 2.4 Financial Pro Forma
    - 2.4.1 Income and Expenses
    - 2.4.2 Development Schedules
  - 2.5 Legal Documents / Agreements
    - 2.5.1 Ground Lease
    - 2.5.2 LLC/LP Agreement, Property Management Agreement
    - 2.5.3 Fee Developer Agreement
- 3. **Operations, Maintenance and Property Management Plan**
  - 3.1 Concept of Operations and Management Overview
  - 3.2 Organization Plan
  - 3.3 Policies and Procedures
  - 3.4 Maintenance Program
  - 3.5 Resident Management Plan

3.5.1 Management and Control of Demolition and Construction Activities  
in Occupied Villages and Dwelling Units

3.6 Additional Plans and Processes

- 3.6.1 Safety Overview
  - 3.6.2 Energy Conservation Program
  - 3.6.3 Deployment Plan
  - 3.6.4 Crisis / Disaster Management Plan
  - 3.6.5 Quality Management Plan
  - 3.6.6 Small Business Plan
- 3.7 Transition Plan and Schedule

**APPENDIX G**  
**OMB SCORING GUIDANCE**  
**DACA31-02-R-0005**

**1.0 SCORING DOD'S MILITARY HOUSING PRIVATIZATION INITIATIVES**

**a. Military Housing Privatization Initiative Authorities**

The Military Housing Privatization Initiative (MHPI) provisions in Public Law 104-106 provide the Department of Defense (DOD) and the Military Services with many authorities that may be used to attract private capital investment and expertise for revitalizing and operating the stock of military housing. This statute defines the guidelines that the Office of Management and Budget (OMB) will use to determine the budgetary impact of DoD's use of these authorities.

**b. Definition of OMB Scoring**

OMB Scoring is defined as the quantification of a future / potential liability to the government as a result of a contractual obligation or agreement. OMB scoring, as mandated by the Credit Reform Act of 1990 and further refined in OMB Circulars A-11 and A-129, requires the government agency involved to obligate funds to cover the scoring determination prior to the closing of the contract / agreement. By obligating these funds up-front, the government is effectively setting aside, similar to an insurance premium, that amount determined to cover the down-stream liability in the event that liability occurs.

**c. Scoring Determines Obligations to be Recorded**

Each privatization agreement DoD enters into must be reviewed to determine if it must be scored for budget purposes. This review seeks to determine if an agreement should be scored and the cost that should be recognized and recorded as an obligation of DoD at the time that agreement is sent to the Congress for final approval prior to issuance of a Notice to Proceed (NTP). Sufficient appropriations must be available to cover the amount obligated for each agreement. The DoD, with OMB concurrence, will determine the amount of funds to be obligated to cover future costs associated with the use of the tools provided in the MHPI.

**d. Direct Loans and Loan Guarantees**

Two important financing tools available to DoD for housing revitalization efforts are direct loans and loan guarantees. Each provides a government subsidy that must be considered and accounted for in making financing decisions. The

budget impact of using each of these authorities must be estimated and sufficient funds obligated to cover the estimated cost to the government. The amount of obligations to be recorded for a direct loan or loan guarantee depends on the subsidy rate. The rate represents, in net present value terms, the cost of estimated defaults (net of recoveries) and interest rate subsidy, if any, over the life of the loan or guarantee. For example, if the subsidy rate is 25 percent, obligations of \$10 million would be recorded for a \$40 million loan or guarantee. Before the government can enter into an agreement for a loan or guarantee, appropriations sufficient to cover the subsidy cost of each project must be available in DoD's Family Housing Improvement Fund (FHIF).

The scoring for a direct loan has three components. First, the financing subsidy is derived by comparing the direct loan rate to the effective Treasury Rate computed from the "basket-of-zeros" as described below. Second, the economic risk is computed by spreading an economic risk factor over the first ten years of the loan term via a probability distribution. Lastly, the direct loan is evaluated against the base closure, downsizing and extended troop deployment probabilities and recoveries used for DoD credit authorities.

The scoring for a loan guarantee attempts to quantify the Government's obligation if the loan were to default and the guarantee were to become payable at any given time during the project term. The remaining balance of the loan is evaluated against the base closure, downsizing and extended troop deployment probabilities and recoveries used for DoD credit authorities.

#### **e. Participation Test for Direct Loans and Loan Guarantees**

For both on-base and off-base revitalization projects, substantial private sector risk is necessary to conform to the provisions of the Federal Credit Reform Act. Each housing privatization project that uses a direct loan or loan guarantee must meet the following risk or "participation" test: at least 20 percent of all resources for a project must be provided from private sources without government involvement. If a project does not pass the participation test, the full amount of a loan or guarantee will be recorded as an obligation of the government. This is especially critical for on-base projects, given the inherent governmental nature of any construction and federal use of projects built on federal land. Additional information for determining government and private sector participation is included at the end of these guidelines.

#### **f. Additional Considerations for Direct Loans and Loan Guarantees**

Loans that subordinate the government's position, but have fixed repayment schedules, are scored similar to first mortgages. The credit subsidy, however, may be higher because the government is not the first creditor to be paid in case of default. A guarantee of bonds exempt from federal taxes will be recorded as an obligation equal to 100 percent of the amount of the guarantee.

#### **g. Discount Rate for Direct Loan and Loan Guarantee Calculations**

DoD should use the effective interest rate as computed by OMB's "basket-of-zeroes" discounting method. This is the rate required by the Federal Credit Reform Act to estimate the cost of credit programs for the budget. The "basket-of-zeroes" discounting method defines the present value of a series of payments as the value today of a collection of zero-coupon bonds that, at maturity, exactly match the cash flow observations.

#### **h. Differential Lease Payments**

Differential lease payments provide additional income stream to a housing provider. Use of this authority will be scored "up front", with the value of the total stream of payments under the commitment recorded as an obligation at the time a contract is finalized.

#### **i. Income / Occupancy Guarantees**

Income / occupancy guarantees are scored at 100% of the maximum exposure for the term of the guarantee.

#### **j. Investments**

If the DoD acquires part ownership of a corporation or limited partnership through the purchase of stocks, bonds, or other types of equity, an obligation will be recorded equal to the cash investment at the time a contract is finalized. That is, investments are scored at 100 percent.

#### **k. Conveyance of Real Property**

The DoD may convey property in exchange for housing or an equity investment in a corporation or limited partnership. There will be no OMB scoring impact.

#### **l. Provision of Goods and Services**

The DoD shall not provide goods or services normally paid for by a developer, homeowner, or tenant (e.g., utilities, maintenance, waste removal, pest control, snow removal, or roads for exclusive use in housing areas) as a subsidy to housing providers. When appropriate, the Department may provide goods and services, at cost, on a reimbursable basis, to housing providers or tenants.

#### **m. Assignment of Service Members to Housing**

The assignment of service members to housing on a mandatory basis is inconsistent with privatization. Moreover, mandatory assignments would reduce economic risk to the private sector and reduce incentives for private developers to build, operate and maintain quality housing. Any proposal to privatize DoD



family housing should not include mandatory assignment to that housing. Mandatory assignments to housing, when combined with a loan guarantee for base closure, extended deployments, or downsizing, would effectively remove default risk and, therefore, would require the full face value of the loan to be counted as government participation.

#### **n. OMB Review Process**

OMB will work with the DoD Competitive Sourcing and Privatization (CS&P) Office prior to issuance of a Request for Qualifications (RFQ) and contract award, to review and approve/amend the Army's CS&P scoring determinations for each proposed project.

Scoring of the RFQ will involve two steps following the RFQ two-step process. In the first step of an RFQ, the Army makes a commitment to pay a fixed fee, \$350,000, for the developer's plan. The fixed fee for the plan should be scored before the RFQ is issued.

OMB will review the CS&P scoring determinations as quickly as possible, especially during the period immediately preceding final submittal of the CDMP to the Congress.

## **2.0 INTERPRETATION OF GOVERNMENT AND PRIVATE SECTOR PARTICIPATION**

a. The factors that CS&P and OMB will consider federal government participation for RFQs include:

- (1) 100 percent of any direct loan amount.
- (2) Issuance of a loan guarantee that protects a lender only in case of default due to base closure, extended deployment, or downsizing. Then, 10 percent of the value (varies due to risk) of a first mortgage shall be considered as government participation. The participation percentage may vary, up or down, depending on the specific conditions that would trigger payment under such a guarantee.
- (3) Cash investments.
- (4) Differential lease payments.
- (5) Income or occupancy guarantees.
- (6) Income from conveyed assets prior to renovation.

b. The factors that CS&P and OMB will consider private sector participation include:

- (1) Cash investments.
- (2) Value of assets other than cash (excluding assets conveyed to private sector by the federal government).

(3) Portion of net income generated by new units used to fund construction and revitalization costs or capital improvements, or in the case of revitalized units, the portion of net income (after revitalization) used to fund construction and revitalization costs or capital improvements.

(4) 80 percent of the value of a first mortgage if the DoD issues a loan guarantee that protects a lender only in case of default due to base closure, extended deployments, or downsizing. The participation percentage may vary, up or down, depending on the specific conditions that would trigger payment under such a guarantee.

**APPENDIX H**  
**GLOSSARY OF SELECTED TERMS**  
**DACA31-02-R-0005**

The Terms within this glossary are defined for purposes of this solicitation. If the definition of a term conflicts with general usage, the definition in this Appendix F or within the solicitation controls.

**Advisors:** Personnel who may assist the evaluators and provide their specialized, expert input regarding the strengths, weaknesses, proposal inadequacies, risks, and deficiencies in proposals. These advisors will not determine ratings or rankings of offerors' proposals.

**Ancillary Supporting Facilities:** Facilities related to military housing units, which include tot lots, community centers, housing offices, dining facilities, unit offices, and other similar facilities for the support of military family housing.

**Asset Management:** Asset Management includes making or providing counsel on both operational and financial decisions impacting the value of the asset. This includes making decisions on the effectiveness of the Property Manager to perform their functions as well as cost benefit analysis of major capital improvement decisions, distributions of cash flow, ownership changes, taking down or repaying additional debt or equity, etc. Asset management in this context is an ancillary service provided by the property manager for an additional fee to provide stewardship services to the entity holds the asset. This service could include providing administrative oversight to the entity, including coordinating the ownership meetings, facilitation of the Major Decision process, as well as accounting and reporting of consolidated operations and development for the entity.

**Audited Financial Statements:** Financial statements of a company that have been professionally examined and verified by a Certified Public Accountant (CPA) to ensure fairness, consistency and conformity with Generally Accepted Accounting Principles (GAAP).

**Basic Allowance for Housing (BAH):** Represents the amount allocated to each service member to cover the cost of housing, utilities, and insurance. It is adjusted annually to reflect increases or decreases in the local market area cost of housing. It is also adjusted when the service member's rank changes.

**Basket-of-Zeros:** A discounting method, which defines the present value of a series of payments as the value today of a collection of zero-coupon bonds that, at maturity, exactly match the cash flow observations.

**Capital Formation:** Capital formation is synonymous with structured financing. Structured financing involves creating the ownership structures that will raise the debt and equity to fund the project cost.

**Cash Waterfall:** A display that depicts the projected uses of project revenue, and the seniority and cost of those uses. The chart reflects the uses of the BAH revenue, in order of priority (i.e., operating expenses before loan repayment).

**Clarifications:** Limited exchanges, between the Government and offeror's, for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the proposal. See FAR 15.306(a).

**Comments:** An observation that, had the weakness been addressed in a different manner, it would have added more value.

**Communications:** Exchanges between the Government and offerors after receipt of proposals, leading to establishment of the competitive range. This term is normally used to clarify adverse past performance information to which an offeror has not had a prior opportunity to respond. Communications may be conducted to enhance Government understanding of proposals, allowing reasonable interpretation of the proposal or to facilitate the Government's evaluation process. See FAR 15.306(b).

**Community Development and Management Plan ("CDMP"):** Business plan for the specific installation project that will set forth the terms of the contractor's long-term relationship with the Army.

**Competitive Range:** A range established by the Contracting Officer and approved by the Source Selection Authority that includes all of the most highly rated offerors / proposals that have met acceptability standards for the evaluation factors. Discussions must be held with all offerors determined to be in the competitive range. See FAR 15.306(c).

**Completed Project:** Construction or renovation is substantially concluded and occupancy has begun.

**Contracting Officer:** The only person with the authority to sign the contract, obligate government funds, and enter into, administer, and/or terminate a contract. See FAR 2.101.

**Contractor:** Also known as the development partner, i.e., an entity having a contract to provide specific services / products / deliverables. Also, the awardee of this contract.

**Debt:** Capital loaned, without an ownership interest, at an agreed upon interest rate for a determinable term of years.

**Differential Lease Payments:** Payments that provide additional income stream to a housing provider or entity (e.g., partnership, corporation).

**Direct Loan:** A loan that is made by the government to the contractor under the Military Housing Privatization Initiative (MHPI) authorities.

**Discussions:** Meeting with potential contractors that take place with all firms within the competitive range, tailored to each offeror's proposal, to maximize the Government's ability to obtain best value, based on the requirements and the evaluation factors set forth in the Request for Qualifications.

**Equity:** The portion of an ownership interest in an asset such as real property or securities that is net of the amount financed. The amount of cash or other tangible capital invested in a real property asset whose risk of return is solely dependent upon the financial success of the asset and which is typically not secured by a debt instrument.

**Escrow:** Money, securities, or other property or instruments delivered by one party into the hands of a neutral third party, to be held by the third party until the conditions of a contract are met, and then delivered to the ultimate recipient. Also, an account for payment of specific items, such as property taxes and insurance.

**Evaluation Factors:** Factors that will be considered in evaluating proposals tailored to the RFQ that have an impact on the source selection decision.

**Evaluation Team:** Evaluation Team (ET) will examine each offeror's submittal applying the evaluation factors contained in the RFQ and following the source selection plan. The ET will produce a summary of facts and findings required in further conduct of the evaluation process. The ET shall report to the Source Selection Authority. **First Mortgage Loan:** A real estate loan that gives the mortgagee (lender) a primary lien against a specified piece of property. A primary lien has precedence over all other liens in case of default.

**Fiscal Year:** A continuous 12-month time interval used for financial reporting. It is also the federal budget cycle which starts on 1 October and ends on 30 September of each year.

**Gap Financing:** Financing for the difference between how much a project costs and how much a borrower has available to finance the project through equity and first mortgage loan.

**Generally Accepted Accounting Principles (GAAP):** A technical term encompassing conventions, rules, and procedures of accounting that are "generally accepted" and have "substantial authoritative support". Normally developed by agreement on the basis of experience, reason, custom, usage, and practical necessity, rather than being derived from a formal set of theories.

**Ground Lease or Land Lease:** A contract where an owner of land grants to another the right to possess and use that land for a specified period of time in exchange for valuable consideration.

**Guaranty:** An agreement to pay the debt or perform the obligation of another in the event the debt is not paid or obligation not performed.

**Guaranteed Loan:** A first lien mortgage loan made by an approved private sector lender, for which DoD guarantees payment to the lending institution if loan defaults are caused by specified events, including most importantly, base closure, downsizing, and extended deployments (collectively referred to as “guaranty threshold events”).

**Guaranty Threshold Events:** A base closure, downsizing, or extended deployments.

**Hard Costs:** In new construction, includes payments for land, labor, materials, improvements, and the contractor’s fees.

**Joint Venture:** An association of two or more firms or individuals to operate a single business entity for profit.

**Loan:** A written promise committing the borrower to pay the lender an agreed-upon amount of money either on demand or at a specified future date, with or without interest.

**Lease:** A signed contract between the property owner or authorized agent and an occupant granting use of real property during a certain period in exchange for a specified rent.

**Military Housing Privatization Initiative (“MHPI”):** The authorizing legislation for the military family housing privatization program. This legislation is found at title 10 of the United States Code, Section 2871 through 2885. **Office of Management and Budget (“OMB”):** Part of the executive Office of the President that recommends and monitors federal programs and funding levels, develops and issues government-wide policy guidance on management concerns, and reviews proposed regulations. It is the governmental entity responsible for determining scoring implications.

**Office of Management and Budget (OMB) Scoring:** The quantification of a future / potential liability to the government as a result of a contractual obligation or agreement. OMB scoring, as mandated by the Credit Reform Act of 1990 and further refined in OMB Circulars A-11 and A-129, requires the government agency involved to obligate funds to cover the scoring determination prior to the closing of the contract / agreement. By obligating these funds up-front, the government is effectively setting aside, similar to an insurance premium, that

amount determined to cover the down-stream liability in the event that liability occurs.

**Operated or Managed:** Includes without limitation -- leasing, marketing, lease renewals, rent collection, payment of expenses, cash receipts and disbursements, funding reserve accounts, performance of repairs and routine maintenance as well as scheduled capital improvements, establishment of community governance structures, adherence statutory and regulatory requirements, and promotion of a pleasant living environment.

**Ownership interest:** Partner has contributed cash or other equity directly to the entity that controls the project and the risk of return of that amount contributed is directly affected by the success of the project.

**Past Performance Data:** Data submitted with the offeror's proposal, contractors' references, contractor report cards, survey data, or other data available to the source selection authority.

**Privatization:** The process of converting a publicly operated enterprise into a privately owned and operated entity.

**Pro Forma Financial Statement:** Financial statements showing what income, expenses, and net earnings are expected to occur based on assumed or anticipated facts.

**Project's Lock Box:** A payment structure that ensures funds designated for a particular use are indeed used for that purpose. Normally, the lock-box format is tied to the cash waterfall.

**Proprietary Information:** Data or information owned by a contractor that is not publicly available, and which may be used only with the permission of the owner.

**Property Management:** Property management is the on site management of the day to day activities of a real estate asset. The property manager is hired by the owner of a property and rated on the ability to carry out functions in a manner which produces the maximum net operating income for the asset over a long term horizon. This includes: 1) Leasing - Actively marketing the asset to produce the highest occupancy rate at the highest possible rental income. 2) Operations - Providing the highest level of service to occupants at the lowest cost possible with the objective of attracting and retaining occupants. This includes, common area amenities (pools, club houses, tot lots, jogging trails etc.), property accounting, landscaping, trash removal, etc. 3) Maintenance and Repair - This includes on-going maintenance of occupied units, common areas as well as maintenance on units during turnover. Turnover maintenance may include; cleaning, carpet replacement and painting the unit. 4) Capital Improvements - The service is typically related to minor capital improvements such as carpet replacement, appliances, or other individual units or common area replacements.

The property owner will typically contract separately for major capital improvements to an asset, although the property manager may be involved in the coordination of that improvement.

**Repayment Plan:** An alternate repayment schedule that is agreed upon by project creditors as part of a loan default cure.

**Scoring:** See Office of Management and Budget (OMB) Scoring above.

**Significant Weakness:** A flaw in a proposal that appreciably increases the risk of unsuccessful contract performance.

**Small Business Concern:** A concern, including its affiliates, that is independently owned and operated and is not dominant in the field of operation in which it is bidding on government contracts. A small business concern must meet government criteria and size standards for its particular industry. See FAR 19.001.

**Soft Costs:** Outlays for architecture & engineering, interest, fees, appraisals, marketing, and third-party charges associated with real estate development.

**Source Selection:** A competitive procurement process where this award decision will be based on a detailed examination of the Statement of Qualifications, evaluation factors, and the oral presentations.

**Source Selection Authority (SSA):** The individual responsible for the proper and sufficient conduct of the entire source selection process, encompassing proposal RFQ, evaluation, selection, and contract award. The SSA approves the competitive range and, along with the Contracting Officer, makes the final selection of the source(s) for award and approves execution of the contract(s).

**Source Selection Plan (SSP):** A comprehensive plan that describes the approach and selection criteria for the evaluation and rating of the proposals and how the contractor will be selected.

**Statement of Qualifications (“SOQ”):** Written document submitted by an interested offeror in response to Section 4.3 of this RFQ.

**Strength:** A characteristic of an offeror’s proposal that meets and / or exceeds an element of the solicitation and contributes to the conclusion that the offeror can successfully accomplish the installation project.

**Weakness:** A characteristic of an offeror’s proposal that fails to meet an element of the solicitation and contributes to the conclusion that an offeror cannot successfully accomplish an installation project.



**Zero-Coupon Bond or Deep Discount Bond:** A bond with a coupon rate of zero percent (pays no explicit interest) whose face value is paid at maturity, it is called a zero-coupon bond. Ordinarily, such securities are not issued by the Treasury for maturities of longer than one year, but are indirectly available through the Separate Trading of Registered Interest and Principle of Securities (STRIPS) program which allows holders of eligible securities to separately trade coupon or principal payments in the secondary market and to combine them.

**APPENDIX I**  
**PAST PERFORMANCE**  
**(DEMO) QUESTIONNAIRE ATTACHMENT**

**<http://rci-sepp.usace.army.mil>**



==>> Please Read Instructions - Click here <<==

\* denotes a required field

## Identification

- i1 **Control Number** \* (example: j3ma9xzq2k) (10 characters)
- i2 **Retype Control Number** \*
- i3 **Create Your Own Password** \* (needed for possible verification)
- i4 **Retype Your Password** \*

## Part A. Factual Background

- A1 Offeror name \*
- A2 Offeror address \* (Line 1)  
\* (Line 2)  
\* City  State \* \* Zip

- A3 Today's Date  Month  Day  Year \*

- A4 Your name \* First \* Last
- A5 Your Title \*
- A6 Your company name & address \*  
Your company address \* (Line 1)  
\* (Line 2)  
\* City  State \* \* Zip

- A7 Your company phone number \* (i.e. 505-999-1234)

- A8 Solicitation number DACA31-01-R-0017

- A9 Most relevant function of this RFQ performed for you by the offeror (choose as many as apply):

A9a Housing Development

- ☐ New Construction  
☐ Moderate Rehabilitation  
☐ Substantial Rehabilitation

A9b Housing Management

- ☐ Portfolio Management

A9c Financial  
Services☐ Property Management☐ Asset Management☐ Underwriting☐ Capital Placement☐ Performance MonitoringA10 Complexity of  
Work

Select ▼

A11 Contract Dollar  
Value

Select ▼

A12 Contract

Completion Date  
(Month and Year  
date), if  
applicableMonth ▼,  Year (i.e. 19\*\*, 20\*\*)A13 Extent and  
Duration of  
Business  
RelationshipA14 Type and Extent  
of Work was  
performed by the  
offeror)A15 What percentage  
of the work was  
performed by the  
offeror)

Select ▼

## Part B. Offeror Performance in Your Assignment

B1

How did the offeror perform considering its technical performance or  
quality of services regarding: For each item, choose one of:

E - Exceptional

A - Acceptable

U - Unacceptable

N/A - (Not Applicable)

## Part B1. Quality --

(Please feel free to amplify your answers in the comment box below.)

E

A

U

N/A

B1a Effectiveness of offerors Quality Control program

☐☐☐☐

B1b Retention of employees and key personnel

☐☐☐☐

B1c Subcontractors' quality of work

☐☐☐☐

B1d Knowledge of key personnel in relationship to project requirements

☐☐☐☐

B1e Preparation and accuracy of reports

☐☐☐☐

B1f	Management of personnel training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1g	Adherence to project requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1h	Quality of property maintenance and curb appeal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1i	Resident satisfaction with the property and the owner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1j	Responsiveness to residents' service calls	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1k	Compliance with government regulations and agreements, if applicable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1l	Long term performance, if applicable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1m	Experience with latent defects and quality of corrective action taken (please describe in detail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1n	Programs and services made available to residents (please describe)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B1o	Overall quality of offeror's performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Part B2. Timeliness --

( Please feel free to amplify your answers in the comment box below.)

**E      A      U      N/A**

B2a	Offeror's timely completion of the project	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B2b	Offeror's responsiveness in making adjustments to schedules, products or services to meet the project needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B2c	Offeror's timely submission of reports	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B2d	Offeror's response to modification requests	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B2e	Overall timeliness of offeror's performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Part B3. Cost Control --

(Please feel free to amplify your answers in the comment box below.)

**E      A      U      N/A**

B3a	Offeror's performance within costs established in the contract	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B3b	Offeror's effectiveness in reducing costs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B3c	Reasonableness of costs proposed for modifications	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B3d	Offeror's invoices were current and accurate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B3e	Offeror's financial stability during contract performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

B3f Offeror's overall ability to control costs

☐ ☐ ☐ ☐
**Part B4. Business Relations --**

(Please feel free to amplify your answers in the comment box below.)

**E A U N/A**

B4a Cooperation in resolving problems and disputes

☐ ☐ ☐ ☐

B4b Working relationship with contracting officer

☐ ☐ ☐ ☐

B4c Working relationship with technical personnel

☐ ☐ ☐ ☐

B4d Working relationship with governmental partners in public private ventures

☐ ☐ ☐ ☐

B4e Relationships with subcontractors

☐ ☐ ☐ ☐

B4f Relationships among team members in joint ventures

☐ ☐ ☐ ☐

B4g Tenacity and innovation in resolving problems

☐ ☐ ☐ ☐

B4h Interpreting documents equitably

☐ ☐ ☐ ☐

B4i Dealing with unexpected circumstances

☐ ☐ ☐ ☐

B4j Compliance with terms of its proposal

☐ ☐ ☐ ☐

B4k Overall evaluation of business relations

☐ ☐ ☐ ☐
**Part B4 Financial Performance****E A U N/A**

B5a Ability to balance needs of the property with expected financial results

☐ ☐ ☐ ☐

B5b Ability to achieve the financial results projected at development approval

☐ ☐ ☐ ☐

B5c Ability to adapt constructively to changes in the external environment, e.g., strengthening or weakening housing markets (please provide examples).

☐ ☐ ☐ ☐

B5d Vacancy problems (if any) and the offeror's response

☐ ☐ ☐ ☐

B5e Operating deficits (if any) and the offeror's response

☐ ☐ ☐ ☐

B5f Ability to develop a pro forma which accurately forecasts achievable income and operating expenses

☐ ☐ ☐ ☐

**Part C. The Offeror as a Partner****YesNo**

**C1** Has the offeror been involved in a restructuring of the property under adverse circumstances (e.g. as a result of a default, the need for new capital for renovations, material negative cash flow or change of the controlling partner)? If Yes, please explain.

☐ ☐

**C2** Has the offeror ever sought to impose fees on residents not contemplated in the original agreement? If Yes, please explain.

☐ ☐

**C3** Has the offeror's property ever run operating deficits? If Yes, please explain.

☐ ☐

**C4** Has the offeror ever defaulted on any of its obligations? If Yes, please explain.

☐ ☐**YesNo**

**C5** Has the offeror involved any material instances of litigation or formal dispute

☐ ☐

resolutions?  
If Yes, please  
explain.

C6 Has the  
management  
company ever  
been replaced  
for  
unsatisfactory  
performance?  
If Yes, please  
explain.

C7 Has the  
offeror  
performed  
other projects  
with your  
company? If  
Yes, please  
explain.

C8 What are the  
offeror's  
strong points?

C9 What are the  
offeror's weak  
points?

E-Excellent	G-Good	A-Average	F-Fair	P-Poor
E	G	A	F	P

C10 Of the offerors involved in the work,  
how would you rate their overall  
performance?

☐ ☐ ☐ ☐ ☐

Yes	No
-----	----

C11 Do you  
have any  
reservations  
about doing  
business  
again with  
this firm? If  
Yes, please  
explain.



Clear Questionnaire

Submit Questionnaire